



Annual Goal Setting Workshop Agenda

City Council

Rich Constantine - Mayor
John McKay - Mayor Pro Tem
Gino Borgioli - Council Member
Yvonne Martinez Beltran - Council Member
Rene Spring - Council Member

Friday, January 29, 2021 1:00 pm
Saturday, January 30, 2021 9:00 am

Virtual Meeting

CITY COUNCIL ANNUAL GOAL SETTING WORKSHOP

A Special Meeting of the City Council is called Friday, January 29, 2021 at 1:00 pm for the purpose of conducting the Annual Goal Setting Workshop and Saturday, January 30, 2021 at 9:00 am for the continuation of the Annual Goal Setting Workshop.

VIRTUAL MEETING GUIDELINES AND PUBLIC COMMENT

In accordance with Executive Order N-25-20 and guidance from the California Department of Public Health on gatherings, remote public participation is allowed. Physical meetings will not be in the City Council Chamber until further notice.

City Council meetings will be live streamed on Channel 17, on the City's website and on the City's Facebook page. Those members of the community that would like to participate in the meetings remotely may do so by join the virtual meeting at: <https://bit.ly/MHCityCouncilMeeting> or by calling in to: (669) 900-9128, then enter the webinar id: 873 3200 8380#.

Public comment may be provided in the following ways:

- Join the virtual City Council meeting via the link above, when public comment is opened, raise your virtual hand and be called upon to speak for up to 3 minutes
- Join the virtual meeting by calling in to the number above, dial *9 to raise your hand and be called upon to speak for up to 3 minutes
- Send public comments in writing to the City Clerk at ccpubliccomment@morganhill.ca.gov or ccpubliccomment@morganhill.ca.gov

* Please note that comments made on Facebook are not considered public comment.

CALL TO ORDER

Mayor Constantine

ROLL CALL ATTENDANCE

City Clerk Bigelow

DECLARATION OF POSTING OF AGENDA

Per Government Code Section 54954.2
City Clerk Bigelow

PUBLIC COMMENT

Members of the public are entitled to address the City Council concerning any item within the Morgan Hill City Council's subject matter jurisdiction. Public comments are limited to no more than three minutes. Except for certain specific exceptions, the City Council is prohibited from discussing or taking action on any item not appearing on the posted agenda. (See additional noticing at the end of this agenda)

ADOPTION OF AGENDA

GOAL SETTING WORKSHOP

1. CITY COUNCIL GOAL SETTING WORKSHOP

Recommendation:

1. Review 2020 Accomplishments;
2. Review and discuss City Council Norms, Policies, Procedures, Protocols, and Legal and Administrative Considerations;
3. Review and discuss 2020 - 2021 Sustainable Morgan Hill, including Vision, Ongoing Priorities, Strategic Priorities, and Staff Work Plan;
4. Receive updates on: Budget, Climate Action, Fire, Police, Development Projects, and Communications and Engagement;
5. Discuss upcoming redistricting process; and
6. Review Council Follow-up/Future Business Items.

ADJOURNMENT TO SATURDAY, JANUARY 30, 2021 AT 9:00 AM

SATURDAY, JANUARY 30, 2021 9:00 AM

GOAL SETTING WORKSHOP CONTINUED

Continuation of the January 29, 2021 City Council Goal Setting Workshop.

PUBLIC COMMENT

Members of the public are entitled to address the City Council concerning any item within the Morgan Hill City Council's subject matter jurisdiction. Public comments are limited to no more than three minutes. Except for certain specific exceptions, the City Council is prohibited from discussing or taking action on any item not appearing on the posted agenda. (See additional noticing at the end of this agenda)

ADJOURNMENT

NOTICE

Any documents produced by the City and distributed to the majority of the City Council less than 72 hours prior to an open meeting, will be made available for public inspection at the City Clerk's Counter at City Hall located at 17575 Peak Avenue, Morgan Hill, CA, 95037 and at the Morgan Hill Public Library located at 660 West Main Avenue, Morgan Hill, California, 95037 during normal business hours. (Pursuant to Government Code 54957.5)

PUBLIC COMMENT

Members of the Public are entitled to directly address the City Council concerning any item that is described in the notice of this meeting, before or during consideration of that item. If you wish to address the Council on any issue that is on this agenda, please complete a speaker request card located in the foyer of the Council Chambers and deliver it to the Minutes Clerk prior to discussion of the item. You are not required to give your name on the speaker card in order to speak to the Council, but it is very helpful. When you are called, proceed to the podium and the Mayor will recognize you. If you wish to address the City Council on any other item of interest to the public, you may do so during the public comment portion of the meeting following the same procedure described above. Please limit your comments to three (3) minutes or less.

Please submit written correspondence to the Minutes Clerk, who will distribute correspondence to the City Council.

Persons interested in proposing an item for the City Council agenda should contact a member of the City Council who may plan an item on the agenda for a future City Council meeting. Should your comments require Council action, your request may be placed on the next appropriate agenda. Council discussion or action may not be taken until your item appears on an agenda. This procedure is in compliance with the California Public Meeting Law (Brown Act) Government Code §54950.

City Council Policies and Procedures (CP 03-01) outlines the procedure for the conduct of public hearings. Notice is given, pursuant to Government Code Section 65009, that any challenge of Public Hearing Agenda items in court, may be limited to raising only those issues raised by you or on your behalf at the Public Hearing described in this notice, or in written correspondence delivered to the City Council at, or prior to the Public Hearing on these matters.

The time within which judicial review must be sought of the action by the City Council, which acted upon any matter appearing on this agenda is governed by the provisions of Section 1094.6 of the California Code of Civil Procedure.

For a copy of City Council Policies and Procedures CP 97-01, please contact the City Clerk's office (408) 779-7259, (408) 779-3117 (fax) or by email cityclerk@morganhill.ca.gov.

AMERICANS WITH DISABILITIES ACT (ADA)

In compliance with the Americans with Disabilities Act, if you are a disabled person and you need a disability-related modification or accommodation to participate in this meeting, please contact the City Clerk's Office at (408)779-7259, (408)779-3117 (fax) or by email cityclerk@morganhill.ca.gov. Requests must be made as early as possible and at least two-full business days before the start of the meeting.

SUSTAINABLE MORGAN HILL



VISION

To sustain a safe, inclusive, socially responsible, environmentally conscious, and economically sound community

Choose Morgan Hill

The City of Morgan Hill is the best community for people to live, work, visit, and operate their businesses.

City Council Ongoing Priorities

- Enhancing Public Safety
- Protecting the Environment and Preserving Open Space and Agricultural Land
- Maintaining Infrastructure
- Supporting our Youth, Seniors, and Entire Community
- Fostering a Positive Organizational Culture
- Preserving and Cultivating Public Trust
- Preserving our Community History
- Enhancing Diversity and Inclusiveness
- Advancing Regional Initiatives

2020-2021 Strategic Priorities

- **Fiscal Sustainability**
- Affordable Housing and Homelessness
- Community Engagement and Messaging
- Economic Development
- Transportation



These strategic priorities were established prior to the COVID-19 pandemic. In light of recent events, we recognize that all of these goals and priorities will be viewed through the lens of the global pandemic, and we will continue to have equity, public health, and financial responsibility in mind.



CITY COUNCIL STAFF REPORT

MEETING DATE: January 29, 2021

PREPARED BY: Christina Turner, City Manager
APPROVED BY: City Manager

CITY COUNCIL GOAL SETTING WORKSHOP

RECOMMENDATION(S)

1. Review 2020 Accomplishments;
2. Review and discuss City Council Norms, Policies, Procedures, Protocols, and Legal and Administrative Considerations;
3. Review and discuss 2020 - 2021 Sustainable Morgan Hill, including Vision, Ongoing Priorities, Strategic Priorities, and Staff Work Plan;
4. Receive updates on: Budget, Climate Action, Fire, Police, Development Projects, and Communications and Engagement;
5. Discuss upcoming redistricting process; and
6. Review Council Follow-up/Future Business Items.

LINKS/ATTACHMENTS:

1. Detailed Goal Setting Workshop Agenda 2021
2. "Attributes of Exceptional Councils" by Institute for Local Governments
3. "How Effective City Councils Work Together" by Shawn Spano, PhD
4. City Council Norms
5. City Council Policy 97-01 Rules for Conduct of City Council Meetings
6. 2020-2021 Sustainable Morgan Hill
7. Climate Action Planning Background
8. City Council Policy 03-02 Ex Parte Contacts
9. Campaign Contribution Limits Bill and Summary
10. Supplement 1 - Council Goal Setting Presentation 2021
11. Supplement 2 - 2020 Accomplishments
12. Supplement 3 - 2021-2022 Strategic Workplan Update
13. Supplement 4 - Significant Projects January 2021 (web link)
14. Supplement 5 - Council Follow-up
15. Supplement 6 - Public Comment
16. Supplement 7 - Public Comment
17. Supplement 8 - Public comment
18. Supplement 9 - MHYAT Climate Action Presentation
19. Supplement 10 - Campaign Contribution Limits for Cities in California



City Council Goal Setting Workshop

January 29 & 30, 2021

ATTACHED MATERIALS:

- “Attributes of Exceptional Councils” by Institute for Local Governments
- “How Effective City Councils Work Together” by Shawn Spano, PhD
- City Council Norms
- City Council Policy 97-01 Rules for the Conduct of City Council Meetings
- 2020-2021 Sustainable Morgan Hill
- Climate Action Planning Background
- City Council Policy 03-02 Ex Parte Contacts
- Campaign Contribution Limits Bill and Summary

FRIDAY, JANUARY 29, 2021

Time	Topic	Presenter
1:00 PM-2:00 PM	1. Welcome	
	1.1 Welcome	Mayor Constantine & Christina Turner
	1.2 Council Introductions and Team Building Exercise	Christina Turner
	1.3 Purpose of Goal Setting Workshop, Preview Agenda and Format	Christina Turner
	1.4 Review of 2020 Accomplishments	Leadership Team
	1.5 Public Comment	Mayor Constantine
2:00 PM-3:30 PM	2. Council Norms, Policies, Procedures, and Protocols	
	2.1 Summary of Council Member Interviews	Shawn Spano
	2.2 City Council Norms	Spano/Turner
	2.3 City Council Policy Considerations	Mayor/Turner
	2.3a Public Comment at Meetings	Mayor/Larkin/Turner
	2.3b. Council Reports at Meetings	Mayor/Larkin/Turner
	2.3c Other City Council Meeting Protocols	Mayor/Larkin

3:30 PM-4:30 PM 3. Sustainable Morgan Hill

3.1 Review of Sustainable Morgan Hill 2020-2021 Spano/Turner

3.2 Review of 2020-2021 Strategic Priorities Workplan Turner

- **Fiscal Sustainability**
- Affordable Housing and Homelessness
- Community Engagement and Messaging
- Economic Development
- Transportation

4:30 PM-5:00 PM 4. Redistricting

4.1 Discuss Upcoming Redistricting Process Bigelow

SATURDAY, JANUARY 30, 2021**9:00 AM-10:30 AM 5. Fiscal Sustainability**

5.1 Budget Update Turner/Nguyen

5.2 Funding Priorities for Local Government Turner/Ghione

10:30 AM-11:00 AM 6. Climate Action

6.1 Review City's Climate Action Planning Anthony Eulo

11:00 AM-12:00 PM 7. Legal and Administrative Considerations

7.1 Brown Act Don Larkin

7.2 City Council Actions Don Larkin

7.3 Ex Parte Contacts/Quasi-Judicial Don Larkin

7.4 Campaign Limits Michelle Bigelow

1:00 PM-2:30 PM 8. Briefings

8.1 Fire Update Chief Hess

8.2 Police Update Chief Palsgrove

8.3 Development Projects Update Ramirez/Carman

2:30 PM-3:30 PM	9. Communications and Engagement	
	9.1 City Communications and Engagement	Maureen Tobin
	9.2 Social Media	Tobin/Larkin
3:30 PM-4:00 PM	10. On the Horizon	
	10.1 Review of Council Follow-Up/Future Business Items	Christina Turner
	10.2 Other: Broadband, Industrial Ordinance, County Solid Waste Opportunity, Housing, and Development Fee Update	Leadership Team
4:00 PM-5:00 PM	11. Goal Setting Wrap Up	

Attributes of Exceptional Councils

Leading public organizations and governing with colleagues on a council is a challenging art of community service. The Institute recognizes that many aspects of leadership and governance are not intuitive. This piece is intended to provide councilmembers and city managers insight into the attributes of exceptional councils as well as provide practical tips to help them become exceptional.

1. Exceptional councils develop a sense of team – a partnership with the city manager to govern and manage the city

The mayor, councilmembers and city manager see themselves and work as a team as they undertake a series of tasks to further their common purpose. The individual team members work in a coordinated and collaborative manner with a high degree of respect, trust and openness. The team values diversity in style and perspective. The team thinks and acts strategically as it examines issues/situations and decides on a course of action serving their city's mission and goals.

KEY CHARACTERISTICS

- Successfully transition from candidate to a member of the council.
- Become a champion of the city. Make decisions based on the needs and interests of the community at-large / the greater good.
- Develop, communicate and support policy goals and council decisions.
- Demonstrate a willingness to work collaboratively (as a team) and have a citywide perspective.

BEST PRACTICE TIPS

Build capacity to create a more effective team. The governance team (mayor, councilmembers and city manager) should get to know each other; how each person approaches issues, decision making style and so on. This can be accomplished at annual meetings or workshops through-out the year. In the event that councilmembers disagree, clear ground rules (norms of behavior and practice) can help quell acrimony before it becomes a problem. It's important to remember that trust is built around understanding and respect, not necessarily agreement.

2. Exceptional councils have clear roles and responsibilities that are understood and adhered.

Exceptional councils understand their role is to serve as policy maker - to represent the values, beliefs and priorities of their community while serving in the community's best interest. They carry out a variety of responsibilities including: developing and adopting a vision for the city; focusing and aligning plans, policies, agreements and budgets in furtherance of this vision; and holding themselves and the city manager accountable for results.

Exceptional councils understand that the city manager is responsible for the day-to-day operations of the city. The city manager is responsible for undertaking and accomplishing the policy objectives of the council. Exceptional councils recognize the subject matter expertise of staff and utilize their knowledge and experience to guide and inform decision making.

KEY CHARACTERISTICS

- Understand the role of local government and their responsibilities.
- Know their role- to set vision and policy, avoid micromanagement.
- Councilmembers should strive to be informed about the issues facing the city and be prepared to ask questions of staff and each other.

BEST PRACTICE TIPS

Create a shared understanding of the city manager's role and the council's expectations to optimize the working relationships. This shared understanding is informed by local charter and ordinance provisions that provide the overall framework for the relationship. The council should make time to have conversations during retreats and or study sessions to define and/or reveal and refine their role and responsibilities. Since role clarity between the city council and city management is critical to mutual success, having clear protocols helps avoid misunderstandings.

3. Exceptional councils honor the relationship with staff and each other

Exceptional councils understand that a good working relationship with staff is vital for the city to be run successfully. Exceptional councils treat each other and staff with dignity and respect. They act with civility and a high level of professional decorum. Councilmembers build trust by not playing the “gotcha game” and strive to have a no secrets, no surprises approach as an operating norm. Finally, they respect the diversity of styles and perspectives among their colleagues and staff and are open to new ideas.

KEY CHARACTERISTICS

- Councilmembers have the ability to respectfully disagree (to disagree without being disagreeable). They are able to leave it at the dais; debates are about policy, not personality.
- Exceptional councilmembers reflect positive decorum/model of leadership by providing respectful tone with colleagues.
- Establish a set of behaviors ahead of time, potentially documented in a code of conduct, to help promote civility and respect.

BEST PRACTICE TIPS

Set council priorities and strategic goals at an annual meeting; these goals and priorities are a tool to guide the city manager and staff on where to focus their efforts. This annual meeting provides time for the council to reflect on community priorities as well as offer an opportunity to discuss their decorum and their relationship among each other and the relationship between the city manager/staff and the council.

4. Exceptional councils routinely conduct effective meetings

Open and public meetings are central to democratic decision-making. Exceptional councils master the art of effective meetings. They develop and adhere to meeting protocols and processes. They spend time planning and organizing the agenda with the aim of having a more focused meeting. They allocate the council's time and energy appropriately (focused on the council's role and responsibilities) and meeting short- and long-term priorities. They honor the public's participation and engagement and they generally start on time and are held during reasonable hours.

Exceptional councils use public meetings not only for their intended purpose, information sharing and decision-making,

KEY CHARACTERISTICS

- Councilmembers are respectful of each other, the public and everyone's time.
- Councilmembers use engaging body language as a way to demonstrate respect.
- Issues are not personalized, thoughtful dialogue is the objective.
- Agenda packets are read, councilmembers come prepared and have an open mind
- Respect is demonstrated for varied opinions.
- Everyone strives to be civil and act with decorum.

but they also use the meeting to demonstrate respect and civility for each other, staff and the public. Exceptional councilmembers prepare in advance of the meeting, remain focused on the city goals and objectives and mindful of their role and responsibilities.

BEST PRACTICE TIPS

Develop and adopt (with regular reviews and updates), guidelines for conducting meetings and making decisions. These governance protocols typically address meeting procedures (agenda preparation, how to put issues on the agenda, debate and voting procedures (parliamentary rules) and standards of decorum (civility)). As part of a regular self-assessment, councils should evaluate their meetings and their effectiveness and adjust behavior and practices for better results.

5. Exceptional councils hold themselves and the city accountable

Exceptional councils operate openly, ethically and work to engage the community in a myriad of decisions impacting the prosperity and well-being of their community. Toward that end, exceptional councils consistently provide short- and long-term strategic direction and goals, as well as provide budget, program and policy oversight.

Exceptional councils hold themselves accountable for the conduct, behavior and effectiveness of the council. They establish clear priorities and goals and hold the city manager accountable for results. And finally, they embrace accountability as a process and tool to calibrate ongoing efforts to address and meet policy and program objectives.

KEY CHARACTERISTICS

- Councilmembers operate ethically and with integrity.
- Councils conduct team building / goal setting exercise to track progress towards mutually agreed upon goals
- Councils taking responsibility for the results (good and bad).
- Councils celebrate success.
- Councilmembers hold themselves responsible for adhering to operating protocols and codes of conduct.

BEST PRACTICE TIPS

Annually evaluate council and city manager performance toward achieving the city's priorities and goals (consider having this be part of an annual goal setting meeting). Council should consider assessing its own behavior and effectiveness as part of its annual self-assessment.

6. Exceptional councils have members who practice continuous personal learning and development

Governance is not intuitive. In addition, the policy and economic environment impacting cities are ever changing. Exceptional councils continually provide the opportunity to build their knowledge and skills, to enhance their understanding of key issues, increase their awareness of best practices and sharpen their leadership and governance skills.

KEY CHARACTERISTICS

- Stay informed on key issues
- Gain key insights and knowledge on all aspects of governing, from budgets to plans and everything in between.
- Learning to listen is sometimes more important than learning to give a speech.

BEST PRACTICE TIPS

Seek out national, state and local professional growth and educational opportunities. These opportunities can focus on the nuts and bolts of governing to helping you gain valuable information and/or insights on key policy issues facing your city. In addition, city run orientations for newly elected officials provide a good way to acclimate new members to the council's norms and protocols as well as the budget and key policy issues.

**Morgan Hill City Council Goal-Setting Workshop:
How Effective City Councils Work Together
January 29-30, 2021**

Council-to-Council Norms

The facilitator, Shawn Spano, developed the following norms for effective City Council relations based on his experience facilitating numerous Council goal-setting and teambuilding workshops over the past several years.

- 1. Build Good Relationships:** Create trust, demonstrate respect, and engage in open and honest dialogue with each other.
- 2. Seek Understanding:** Make efforts to understand each other's concerns, issues, interests, and perspectives.
- 3. Manage Differences:** Address disagreements and differences constructively; concentrate on issues, not personalities; engage in problem solving together.
- 4. Find Common Ground:** Seek areas of agreement; identify shared interests, values, and positions.
- 5. Commit to Decisions:** Move forward without animosity after decisions are made and votes taken; avoid undermining the decision or denigrating Council colleagues.
- 6. Be Candid:** Provide each other with constructive feedback and suggestions in supportive and non-threatening ways (e.g. off line conversations).
- 7. Use Council Meeting Time Wisely:** Move efficiently toward decisions on non-controversial items when it is apparent that there is broad Council support. Facilitate a sharing of perspectives and dialogue among Council Members on complex or controversial items for which there is a range of views to be explored. Avoid long speeches.

Qualities of Exceptional Councils

The following qualities of exceptional councils were identified by Carolyn Coleman, Executive Director for the League of California Cities, in an article published in the *Western City* (January 2019).

- 1. Exceptional councils develop a sense of team — a partnership with the city manager to govern and manage the city.** The mayor, council members and city manager see themselves as a team in a joint endeavor as they undertake a series of tasks to achieve their common purpose. The individual team members work in a coordinated and collaborative

manner with a high degree of respect, trust and openness. The team values diversity in styles and perspectives, and it thinks and acts strategically as it examines issues and situations and decides on a course of action serving the city's mission and goals.

- 2. Exceptional councils have clear roles and responsibilities that are understood and adhered to.** Exceptional councils understand their role is to serve as policymakers — to represent the community's values, beliefs and priorities while serving in its best interest. They carry out a variety of responsibilities, including:

- Developing and adopting a vision for the city;
- Focusing and aligning plans, policies, agreements and budgets to advance this vision; and
- Holding themselves and the city manager accountable for results.

Exceptional councils understand that the city manager is responsible for the city's day-to-day operations and for undertaking and accomplishing the council's policy objectives. The exceptional council recognizes the subject matter expertise of staff and uses that knowledge and experience to guide and inform decision-making.

- 3. Exceptional councils honor the relationship with staff and each other.** Such councils understand that a good working relationship with staff is vital for the city to be run successfully. Exceptional councils treat each other and staff with dignity and respect. They act with civility and a high level of professional decorum. Council members build trust by not playing the "gotcha game" and strive to take a "no secrets, no surprises" approach as the operating norm. Finally, they respect the diversity of styles and perspectives among their colleagues and staff and are open to new ideas.

- 4. Exceptional councils routinely conduct effective meetings.** Open and public meetings are central to democratic decision-making. Exceptional councils master the art of effective meetings. They:

- Develop and adhere to meeting protocols and processes;
- Spend time planning and organizing the agenda with the aim of having a focused meeting;
- Allocate the council's time and energy appropriately, focused on its role and responsibilities and on meeting short- and long-term priorities; and
- Honor the public's participation and engagement.
- Such meetings generally start on time and are held during reasonable hours.

Exceptional councils use public meetings not only for their intended purpose, information sharing and decision-making, but also as an opportunity to demonstrate respect and civility for each other, staff and the public. The council members review the necessary materials and prepare ahead of the meeting. They stay focused on the city's goals and objectives and remain mindful of their role and responsibilities.

- 5. Exceptional councils hold themselves and the city accountable.** They operate openly and ethically and work to engage residents in myriad decisions affecting the community's

prosperity and well-being. Toward that end, exceptional councils consistently provide short- and long-term strategic direction and goals as well as budget, program and policy oversight.

6. **Exceptional councils hold themselves accountable for their conduct, behavior and effectiveness.** They establish clear priorities and goals and hold the city manager accountable for results. And finally, they embrace accountability as a process and tool to calibrate ongoing efforts to address and meet policy and program objectives.
7. **Exceptional councils have members who practice continual personal learning and professional development.** Governance is not intuitive. In addition, the policy and economic environments impacting cities are ever changing. Exceptional councils continually find ways to build their knowledge and skills, enhance their understanding of key issues, increase their awareness of best practices and sharpen their leadership and governance skills.



City Council Norms

Established January 26, 2019

- ❖ Be respectful of each other
- ❖ Address issue, not person
- ❖ Be honest and real
- ❖ “Clear air” if needed; have hard discussions
- ❖ Listen to each other
- ❖ Be aware of how we represent the City as leaders in the community
- ❖ Be accurate in statements
- ❖ Be open minded; avoid concluding on your position prior to an item being heard
- ❖ Recognize that experience comes in diverse ways
- ❖ Be mindful of time
- ❖ Keep decorum of meeting throughout
- ❖ No side conversations
- ❖ Come prepared
- ❖ Give enough time to discuss issues
- ❖ Ok to ask City Council to continue an item if not ready
- ❖ Don't be repetitive on requests and comments
- ❖ Wait to be recognized before speaking
- ❖ Keep the order of meetings (questions, public comment, and then discussion)
- ❖ Provide early notice of request for alternates to attend outside appointment meetings
- ❖ Speak into the microphone
- ❖ Cell phones silenced
- ❖ Be punctual
- ❖ Send questions in advance of meeting; let City Manager know if you plan to pull a consent item
- ❖ Be engaged
- ❖ Be concise

CITY OF MORGAN HILL

CITY COUNCIL POLICIES AND PROCEDURES

CP-97-01

SUBJECT: **RULES FOR THE CONDUCT OF CITY COUNCIL MEETINGS, PLACEMENT OF ITEMS ON THE AGENDA, AND MATTERS TO BE RECONSIDERED**

EFFECTIVE DATE: **May 7, 1997**

REVISED DATE(S): **July 25, 2018, February 5, 2020**

ORIGINATING DEPARTMENT: **CITY MANAGER**

SECTION 1 - SCOPE

- 1.1 These rules shall establish the procedures for the conduct of all meetings of the City Council of the City of Morgan Hill. The purpose of these rules is to provide procedures consistent with the Ralph M. Brown Act, establish procedures which will be convenient for the public, be fair to all members of the City Council, and contribute to the orderly conduct of City business.

SECTION 2 - MEETINGS

- 2.1 Open to Public: All meetings of the City Council, whether regular or special, shall be open to the public, unless a closed session is scheduled as authorized by law.
- 2.2 Regular Meetings: The City Council shall conduct its regular meetings at the time and place established by ordinance, if specified in the ordinance or resolution.
- 2.3 Review Status of Agenda at 10:00 p.m.: The City Council may review the agenda at 10:00 p.m. to determine if it will be able to conclude its business by 11:00 p.m. If, at 11:00 p.m., the City Council has not concluded its business, before continuing the meeting it shall review and discuss the status of the remaining agenda items and determine by majority vote whether to continue any remaining items to a future regular or special meeting, adjourn the meeting to another date and time, or extend the meeting beyond 11:00 p.m. as needed.
- 2.4 Special Meetings/Workshops: A special meeting and/or workshop may be called at any time by the Mayor or Presiding Officer of the City Council or by three members of the City Council. Written notice of any such meeting must specify the purpose of the meeting. Notice of the meeting must be made in accordance with the law.
- 2.5 Closed Sessions: The City Council may hold closed sessions during a regular or special meeting, or at any time authorized by law, to consider or hear any matter which is authorized by law. At times, Closed Sessions may have to be held in an order different than presented due to the timeliness of the matter, to save the City money when an outside attorney has been retained or due to the need for extra time to discuss and deliberate an important closed session item. Closed session items may be continued to the conclusion of the agenda.

- 2.6 Quorum:** Three (3) members of the City Council shall constitute a quorum and shall be sufficient to transact business. If less than three Council members appear at a regular meeting, the Mayor, Mayor Pro Tempore in the absence of the Mayor, any member of the City Council, or in the absence of all Council members, the City Clerk or Deputy City Clerk shall adjourn the meeting to a stated day and hour.
- 2.7 Adjourned Meetings:** The City Council may adjourn any regular, adjourned regular, special, or adjourned special meeting to a time and place specified in the order of adjournment and permitted by law.

SECTION 3 - POSTING NOTICE AND AGENDA

- 3.1 Posting of Notice and Agenda:** For every regular or special meeting, the City Clerk or other authorized person, shall post a notice of the meeting specifying the time and place at which the meeting will be held and an agenda containing a brief description of all items of business to be discussed at the meeting. The notice and agenda may be combined in a single document.
- a. Posting for Regular Meetings:** For any regular meeting of the City Council, the notice and agenda shall be posted no later than seventy-two (72) hours prior to the time set for the meeting consistent with all Brown Act requirements.
 - b. Posting for Special Meetings:** For any special meetings of the City Council, the notice and agenda shall be posted no later than twenty-four (24) hours prior to the time set for the meeting consistent with all Brown Act requirements.
- 3.2 Location of Posting:** The notice and agenda shall be posted on the City's website and in a place to which the public has unrestricted access during at least normal business hours and where the notice and agenda are not likely to be removed or obscured by other posted materials.
- 3.3 Availability of the Agenda to the Public:** The agenda for any regular or special meeting shall be made available to the public as soon as is practical after delivery to the members of the City Council.

SECTION 4 - AGENDA CONTENTS

- 4.1 Description of Matters:** All items of business to be discussed at a meeting of the City Council shall be briefly described on the agenda. The description of the item and the proposed action to be considered should be set forth as clearly as practical so that members of the public will know the nature of the action under review and consideration.
- 4.2 Placement of items on the agenda:** The Mayor, City Manager, or City Attorney may place items on the agenda. Members of the City Council may request items to be added to an upcoming City Council agenda by requesting an item during the "Future Council Initiated Agenda Items" Section of the agenda. A City Council verbal report will then be placed on an upcoming agenda for Council discussion and consideration.
- 4.3 Limitation to Act on Only Items on the Agenda:** No action shall be taken by the City Council on any item not on the posted agenda, subject only to the exceptions listed below:

- a. Upon a majority determination that an "emergency situation" (as defined by State Law) exists; and
 - b. Upon a determination by a 4/5 vote of the City Council that there is a need to take immediate action and that the need to take the action came to the attention of City officials subsequent to posting of the agenda.
- 4.4 Change in Order of Business: The Mayor or Presiding Officer may decide to take matters listed on the agenda out of the prescribed order unless a majority of members present object to this variation.
- 4.5 City Council Reports: On an alternating basis, at each Council meeting a Council Member has the opportunity to share with the Council and community any pertinent updates or information in regard to their appointments to outside agencies, upcoming events, or relevant City business. These are non-action items.
- 4.6 City Manager Report: These are updates on current City activities, reports on issues raised at previous Council meetings, or recognitions. These are non-action items.
- 4.7 City Attorney Report: These are updates on current City activities, reports on issues raised at previous Council meetings, or reportable actions of the City Council in Closed Sessions and/or current litigation. These are non-action items.
- 4.8 Other Reports: These are pertinent updates or information on upcoming activities or events relevant to City business. These are non-action items.
- 4.9 Public Comment for items not on the agenda: This refers to those matters not scheduled on the agenda where a member of the public wants to address a matter of importance to the City Council. Since the matter is not on the agenda, no action by Council can be taken. If a member of Council so desires, the matter can be placed on the agenda of a future Council meeting for review and consideration.
- 4.10 Consent Calendar: These are items of a routine or generally uncontested nature. Any member of the Council or member of the public may request to have an item pulled from the consent calendar and acted on individually by the Council. Items pulled will be discussed after action is taken on the balance of the consent calendar. The Mayor shall decide if the items are heard before or after moving on to public hearing and other business items.
- 4.11 Public Hearings: These are matters that are duly noticed and published in a newspaper of general circulation and where required by law, written notice is given to the affected residents who have the opportunity to speak in favor or against a matter or ask questions about the matter.
- 4.12 Other Business: These are other matters of City business which are not appropriately placed on the consent calendar and do not require published notices and require Council action and direction.
- 4.13 Future Business: These are items that members of the City Council wish to discuss to potentially take action on or have placed on future agendas.

SECTION 5. ORDER OF BUSINESS

5.1 The order of business at meetings of the City Council shall be as follows:

- a. CALL TO ORDER
- b. ROLL CALL ATTENDANCE
- c. DECLARATION OF POSTING AGENDA
- d. WORKSHOP (if needed; 5:00-6:00 p.m., or as deemed appropriate)
- e. CLOSED SESSION (if needed; 6:00-7:00 p.m., or as deemed appropriate)
- f. SILENT INVOCATION
- g. PLEDGE OF ALLEGIANCE
- h. PRESENTATIONS
- i. PROCLAMATIONS
- j. RECOGNITIONS
- k. CITY COUNCIL REPORTS
- l. CITY MANAGER'S REPORT
- m. CITY ATTORNEY'S REPORT
- n. OTHER REPORTS
- o. PUBLIC COMMENT FOR ITEMS NOT ON THE AGENDA
- p. ADOPTION OF AGENDA
- q. CONSENT CALENDAR
- r. PUBLIC HEARINGS
- s. OTHER BUSINESS
- t. FUTURE COUNCIL INITIATED AGENDA ITEMS
- u. CLOSED SESSION
- v. ADJOURNMENT

SECTION 6. PUBLIC COMMENT

- 6.1 Public Comment: Persons present at meetings of the City Council may comment on individual items on the agenda at the time the items are scheduled to be heard. In addition, comments may be offered on items not on the agenda under that portion of the agenda. In accordance with State law, matters not scheduled on the agenda cannot be acted upon by the City Council, but items raised by the public during public comment may be referred to a

future City Council agenda at the request of the Mayor or City Council.

- 6.2** Limitations: The public comment period may be 3 minutes for items on the agenda or items not listed on the agenda. Speakers are called in the order the speaker cards are submitted. Project applicants or appellants will be allowed more than the designated 3 minutes in accordance with City Council Policy 03-01. Consistent with this policy, the Mayor or Presiding Officer may recall an applicant or appellant to address questions after the public comment is heard. In addition, applicants will be given time at the end of the public hearing to address any questions or comments.

The Mayor or Presiding Officer may allow speakers who wish to speak under public comment for items not on the agenda to concede a portion of their time, specifically, one speaker may concede a portion of their time to one other speaker. For all other business items, the Mayor or Presiding Officer may allow speakers more time and/or allow speakers to concede a portion of their time to a designated speaker of a group unless a majority of the City Council objects. Speakers that wish to designate a group speaker shall notify the City Clerk before discussion on the item begins.

- 6.3** Procedure: To address the City Council, each speaker is requested to fill out a Speaker Card and turn it in to the City Clerk before discussion on the agenda item begins. The speaker is requested to provide their name, contact information, and the subject (s) upon which the speaker wishes to address the City Council. Speakers who do not wish to provide their name should provide an alternative designation so that they can be called to speak by the City Clerk.

SECTION 7. PROCEDURES FOR THE CONDUCT OF MEETINGS

7.1 Role of the Mayor/Presiding Officer:

- a. The Presiding Officer of the City Council, who shall be the Mayor or in the Mayor's absence shall be the Mayor Pro Tempore, or in their absence any other designated member of the City Council, shall be responsible for maintaining the order and decorum of meetings. It shall be the duty and responsibility of the Presiding Officer to ensure that the rules of operation and decorum contained herein are observed. The Presiding Officer shall maintain control of communication between Council Members and between the Council, staff, and public.
- b. Communication with Council Members
 1. Council Members should request the floor from the Presiding Officer before speaking.
 2. When one member of the Council has the floor and is speaking, other Council Members shall not interrupt or otherwise disturb the speaker.
 3. With the concurrence of the Mayor, a Council Member holding the floor may address a question to another Council Member. The Council Member being questioned may or may not respond while the floor is still held by the Council Member asking the question. The reply shall be limited to the question asked.
- c. The Mayor or Presiding Officer may declare that an item within the meeting will be conducted in "workshop" format, which means that the procedures described in

section 7.1B do not strictly apply. This is to allow for a more open discussion without strict formalities. The Mayor or Presiding Officer may end the workshop format for the item at his/her discretion.

d. Communication with Members of the Public Addressing the Council

1. The Mayor or Presiding Officer shall open the floor for public testimony as appropriate.
2. After a witness or subject matter expert has addressed the City Council during public comment, Council members may only ask questions of witnesses or subject matter experts. Such questions should be directed to the person through the Presiding Officer unless the Presiding Officer grants the Council Member permission to directly question the person.
3. Staff members, through the City Manager, shall be a resource to the City Council to answer questions arising during discussions between Council Members and between Council Members and members of the public. Communications in this regard shall be through the Presiding Officer.
4. Members of the public shall direct their questions and comments through the Presiding Officer.

7.2 Rules of Order: The City Council adopts no specific rules of order except those listed herein. The City Council shall refer to The Standard Code of Parliamentary Procedure by Alice Sturgis (McGraw Hill) as a guide for the conduct of meetings. The Sturgis guideline regarding not requiring seconds for governmental bodies' motions, resolutions or ordinances is not adopted as the rule in the City. The Mayor or Presiding Officer has the discretion to impose reasonable rules at any particular meeting based upon facts and circumstances found at any particular meeting. These latter rules will be followed unless objected to by a majority of the City Council members present.

7.3 Motions: The Mayor or any member of the City Council may bring a matter of business on the agenda before the Council by making a motion. Before the matter can be considered or debated it must be seconded. Once the motion has been properly made and seconded, the Presiding Officer shall open the matter for full debate offering the first opportunity to debate to the moving party and, thereafter, to any Council Member recognized by the Mayor or Presiding Officer. Debate shall be closed upon consent of a majority of the Council.

7.4 Reconsideration: Immediately after a vote on a matter, any member of the City Council may request to have his/her vote changed on a matter before the Council moves on to the next item. Such a request will be granted by the Mayor or Presiding Officer unless a majority of the Council objects.

A matter may be reconsidered by the City Council if a member on the prevailing side of the vote requests reconsideration. Such a motion may be made at a meeting where such action is taken or at a subsequent meeting of the Council, however, nothing in this policy precludes the majority of members of the City Council from requesting reconsideration of any item.

7.5 Debate:

- a. The discussions and deliberations at meetings of the City Council are to secure the informed judgement of Council members on proposals submitted for decision. This purpose is best served by the exchange of thought through discussion and debate.

Debate is regulated by these rules in order to assure every member a reasonable and equal opportunity to be heard.

- b. Obtaining the Floor for Debate:

As soon as a debatable motion has been stated to the Council by the Mayor or Presiding Officer, any member of the Council has a right to discuss it after obtaining the floor. The member obtains the floor by seeking recognition from the Mayor or Presiding Officer. A member who has been recognized is entitled to be heard so long as he/she observes the rules of debate.

- c. Speaking More Than Once:

To encourage the full participation of all members of the Council, no member or members shall be permitted to monopolize the discussion of the question. If a Council member has already spoken and other members wish to speak, the latter members should be recognized in preference to the member who has already spoken. However, if no other members seek recognition, the Mayor or Presiding Officer may recognize the member who has already spoken.

- d. Relevancy of Debate:

All discussion must be relevant to the motion before the City Council. A member is given the floor only for the purpose of discussing the pending question; discussion which departs is out of order. The Mayor or Presiding Officer should then direct the speaker to limit discussion to the question before the City Council.

A motion-its nature or consequences-may be attacked vigorously. But it is never permissible to attack the motives, character, or personality of a member either directly or by innuendo or implication. It is the duty of the Mayor or Presiding Officer instantly to stop any member who engages in personal attacks. It is the motion, not its proposer, that is the subject of debate. Meetings must discuss measures and ideas, not people.

Arguments, for or against a measure, should be stated as concisely as possible.

Debate must be fundamentally impersonal. All discussion is addressed to the Mayor or Presiding Officer and must never be directed to any individual.

- e. Mayor's Duties During Debate:

The Mayor or Presiding Officer has the responsibility of controlling and expediting debate. A Council member who has been recognized to speak on a question has a right to the undivided attention of the Council.

It is the duty of the Mayor or Presiding Officer to keep the subject clearly before the

members, to rule out irrelevant discussion, and to restate the question whenever necessary.

SECTION 8. DECORUM

- 8.1 Council Members:** Members of the City Council value and recognize the importance of the trust invested to them by the public to accomplish the business of the City. Council Members shall accord the utmost courtesy to each other, to City employees, and to the public appearing before the City Council.
- 8.2 City Employees:** Members of City staff shall observe the same rules of order and decorum applicable to the City Council. City staff shall act at all times in a business and professional manner towards Council Members and members of the public.
- 8.3 Public:** Members of the public attending City Council meetings shall observe the same rules of order and decorum applicable to the City Council.
- 8.4 Noise in the Chambers:** Noise emanating from the audience within the Council Chambers or lobby area, which disrupts City Council meetings, shall not be permitted.
- 8.5 Sergeant-at-Arms:** The Chief of Police, or his/her designated representative shall be ex-officio Sergeant-at-Arms of the City Council.

SECTION 9. VIOLATIONS OF PROCEDURES

- 9.1** Nothing in these policies and procedures shall invalidate a properly noticed and acted upon action of the City Council in accordance with State Law.

This policy shall remain in effect until modified by the City Council.

APPROVED:



RICH CONSTANTINE, MAYOR

SUSTAINABLE MORGAN HILL



VISION

To sustain a safe, inclusive, socially responsible, environmentally conscious, and economically sound community

Choose Morgan Hill

The City of Morgan Hill is the best community for people to live, work, visit, and operate their businesses.

City Council Ongoing Priorities

- Enhancing Public Safety
- Protecting the Environment and Preserving Open Space and Agricultural Land
- Maintaining Infrastructure
- Supporting our Youth, Seniors, and Entire Community
- Fostering a Positive Organizational Culture
- Preserving and Cultivating Public Trust
- Preserving our Community History
- Enhancing Diversity and Inclusiveness
- Advancing Regional Initiatives

2020-2021 Strategic Priorities

- **Fiscal Sustainability**
- Affordable Housing and Homelessness
- Community Engagement and Messaging
- Economic Development
- Transportation



These strategic priorities were established prior to the COVID-19 pandemic. In light of recent events, we recognize that all of these goals and priorities will be viewed through the lens of the global pandemic, and we will continue to have equity, public health, and financial responsibility in mind.



2020 - 2021

STRATEGIC PRIORITIES:

Fiscal Sustainability

The City will continue to be financial stewards of its resources and assets to ensure longterm fiscal sustainability. Through the upcoming biennial budget development process, the City will continue to control and/or reduce costs to achieve a structurally balanced budget, while maintaining adequate fund balance reserves. The City will evaluate its existing user fee schedules to ensure reasonable costs of providing services are appropriately assessed. The City will explore new or expand existing tax revenue sources to address the City's unfunded needs and liabilities.

- Continue the Engage Morgan Hill efforts (conversation about services, funding and priorities)
- Consider a revenue measure in November 2020
- Employ a sustainable budget strategy and identify funding gap
- Define the funding plans for police and fire services, and the City's infrastructure needs

Affordable Housing and Homelessness

Morgan Hill will continue to improve, preserve, and develop new safe, quality, rental and ownership housing for residents at all income levels. To the extent possible, the City will respond to and reconcile new housing initiatives and legislative mandates. The City will explore opportunities to respond to changes that are beneficial to the community as well as compliant with the law.

The City of Morgan Hill will collaborate with Santa Clara County and the City of Gilroy to continue to build a South County homeless response system that integrates County Safety Net Services and provides rapid response to people in need. The City will continue to employ a balanced approach, offering resources and referrals to services, partnering with the faith-based community and non-profits to create appropriate local service points, while also utilizing code compliance to protect private and public property.

- 
- In preparation for the Statewide 6th Housing Cycle, update the Housing Element of the General Plan to respond to new production mandates and actively participate in the development of formula and allocations of "fair share" housing unit assignments
 - Engage the community in decisions about where to locate new housing density requirements and necessary on-going changes to objective design criteria which guide quality development
 - Continue to respond to the new and proposed housing legislative and policy matters to the benefit of the community
 - Respond to the Governor's 2020 Homelessness initiatives by advocating for direct local dollars and direct access to funding for communities of less than 50,000 population
 - Seek out partnerships with non-profit housing developers to create new housing opportunities directly aligned with the City's "fair share" Regional Housing Needs Allocation (RHNA)
 - Work with the non-profit owner of affordable units to rehabilitate and extend the life of vital housing supplies at Depot Commons, the Willows, Skeels Hotel, and Villa Ciolino

2020 - 2021

STRATEGIC PRIORITIES (CONTINUED):

Community Engagement and Messaging

The City will continue to engage the community through the Engage Morgan Hill process. Engage Morgan Hill is a conversation about services, funding, and priorities. The focus of this process is both educating and engaging the community regarding what services the City provides, how the services are provided, and the funding sources/options for the services as we look toward the future. While educating the community, the City will provide opportunities for the community to be part of the decision-making process to ensure the City's fiscal sustainability in the future. The City will continue to nurture connections with all facets of our community, finding the best ways to outreach and share important community information.

- Continue to facilitate the Engage Morgan Hill process
- Continue to inform the community about significant development projects
- Provide outreach and engagement with the community on the 2020 United States Census
- Continue to find better ways to reach members of the community that do not speak English

Economic Development

The City's Economic Development efforts will focus on implementing the Economic Blueprint strategies and actions in the areas of healthcare, innovation, retail, and tourism, to help build long-term fiscal sustainability and improve quality of life for residents. This will be achieved by attracting jobs and commercial investment which generate revenues to support general City services, improving access to fast and reliable wireless connectivity, and increasing telecommunications infrastructure.

- Complete Request for Proposal (RFP) process and select provider for telecommunications services for City facilities
- Complete an Industrial Land Preservation Policy
- Complete a Retail Concentration Strategy
- Economic Development Outreach and Education/Awareness Campaign



Transportation

The City has clearly identified traffic and transportation issues facing Morgan Hill as regional in nature. Morgan Hill will partner with the City of Gilroy to advocate for improvements and funding for the South Santa Clara County Transportation Corridor. The City will actively advocate on regional transportation planning issues. Locally, the City will prioritize funding for Vision Zero safety strategies over congestion management. The City will take actions to implement its goal to create a culture that prioritizes safety, creates livable streets, and seeks to eliminate traffic fatalities. Safety of pedestrians, bicyclists, drivers, and passengers is paramount.

- Respond to the Environmental Impact Report on the High-Speed Rail Authority's (HSRA) preferred alternative
- Continue efforts on Hale Avenue extension
- Advocacy will include:
 - Working with the Valley Transportation Authority (VTA), Caltrain, the County, the HSRA and the State to enhance service, secure funding for transportation projects and road maintenance, and protect the community from negative impacts of regional projects
 - Expansion of Highway 101 between Morgan Hill and Gilroy to reduce pass-through traffic and improve commute traffic for South County residents
 - Electrification of commuter rail from San Francisco to Gilroy
 - Funding for priority projects in South County



CITY OF MORGAN HILL

morganhill.ca.gov



Memorandum

Community Services Department

Date: January 29, 2020

To: Christina Turner

From: Anthony Eulo

Subject: Climate Action Planning

Last Spring, Councilmember Spring had an opportunity to review a Climate Action Resolution from the City of Menlo Park and asked if we had any similar activities. This memo describes, in broad terms, what we are currently doing in this area.

In simple terms, the City does not have an adopted Climate Action Plan and is not working on adopting one. The City's resources have not been sufficient to finalize nor implement a comprehensive plan. When the Environmental Services Division's budget was cut in the Great Recession, the City decided to focus solely on the following three things: 1) keeping us legal by meeting mandated actions; 2) pursuing ideas that can reduce operational expenses like solar and energy efficiency; 3) applying for grants that will fund environmental activities; and 4) water conservation funded through the water utility.

While we have maintained our focus in above areas, we have attempted to take meaningful Climate Action steps by:

- partnering with other cities, e.g., Silicon Valley Clean Energy;
- developing regulatory programs, e.g., Reach Code, that have a big impact but cost little to implement; and
- using low-cost intern staffing to explore and implement programs.

We will continue to try to have an impact in this area as resources allow. We tend to focus on program actions, instead of planning activities, in order to maximize our impact.

While the climate crisis is undoubtedly the most serious environmental challenge of our time, State regulations in other environmental areas continue to grow and will continue to demand more resources if the City wishes to remain in compliance. Chief among these are:

- New organic materials recycling laws which will dramatically increase the demand for oversight and administrative services;
- New trash amendments which will require the City to install and maintain trash collection devices in areas throughout the City – these amendments are in addition to the already

- growing collection of stormwater regulations the City must comply with; and
- New water conservation mandates which will likely necessitate significant new regulatory and educational activities by City staff.

All of the above will require both additional staff resources as well as investments in technology and equipment from our already-constrained City budget. Thus these growing “other” environmental requirements will make climate action planning more unattainable in Morgan Hill.

CITY OF MORGAN HILL

CITY COUNCIL POLICIES AND PROCEDURES

CP 03-02

SUBJECT: Ex Parte Contacts

EFFECTIVE DATE: November 5, 2003, REVIEWED JULY 18, 2007

ORIGINATING DEPARTMENTS: City Attorney

INTRODUCTION:

In addition to its legislative functions, the City Council, or its subordinate boards and commissions, may be called upon to act in a quasi-judicial capacity. "Quasi-judicial" means proceedings in which a property interest is at stake, and the body is charged with applying legal standards to a specific factual situation. Common quasi-judicial proceedings in the City include issuance of discretionary land use permits, rent control hearings, and appeals of all kinds.

In quasi-judicial proceedings, due process principles apply. Due process requires that participants be afforded a meaningful opportunity to prepare and be heard before an impartial decision maker, and that the decision be made on the record before the decision maker. Receipt of information outside the quasi-adjudicative hearing may deprive participants of due process, as the decision-maker may be basing his or her decision on evidence outside of the administrative record, and/or not be impartial. In order to ensure due process, the Council hereby adopts the following rules.

POLICY:

Council members, or members of any appropriate subordinate body, may discuss with any member of the public or listen to discussion of the facts of any quasi-judicial matter while such matter is pending before the City or such subordinate body, if the following guidelines are followed. (Matters involving permits are pending before a city agency, board or commission when an application for a permit has been filed with the appropriate City department; otherwise a matter is pending when the appropriate notice of appeal has been filed.)

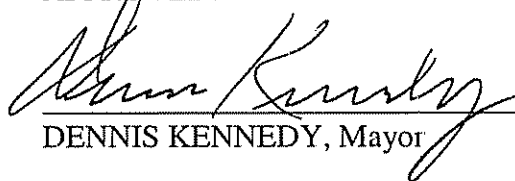
1. The fact of such discussions, and any content of such discussion which is germane to the pending matter, should be disclosed on the record at the beginning of the public hearing prior to the taking of any statements from the public or permit applicants.

2. Council members may attend noticed public hearings before subordinate boards and commissions but should not comment or engage in any discussion at such hearings. Information and evidence gained by Council members via their attendance at noticed public hearings before subordinate boards and commissions need not be disclosed at later Council consideration of the same or related matter.

3. Council members and appropriate members of subordinate bodies may visit sites and properties that are subject of pending proceedings, as long as the fact of such visits and any observations which are germane to the subject matter of the proceeding are disclosed on the record at the beginning of the public hearing prior to the taking of any statements from the public or permit applicants.

This policy is meant to augment, not supplant, any other legal obligations Council members or members of subordinate boards and commissions have regarding such contacts, including but not limited to disclosure of conflicts of interest under the Political Reform Act, Government Code section 81000 *et seq.*, and/or adherence to open meeting laws such as the Ralph M. Brown Act, Government Code section 54950 *et seq.*

APPROVED:



DENNIS KENNEDY, Mayor

California Fair Political Practices Commission

California State Contribution Limits

(Effective January 1, 2021 - December 31, 2022)

Candidates seeking a state office and committees that make contributions to state candidates are subject to contribution limits from a single source. Beginning January 1, 2021 a state campaign contribution limit will by default apply to city and county candidates when the city or county does not have laws addressing a contribution limit on such candidates. (Sections 85301 - 85303.) Contributions from affiliated entities are aggregated for purposes of the limits. (Regulation 18215.1.) The chart below shows the current limits per contributor for state offices and city and county candidates when the city or county does not have laws addressing a contribution limit on such candidates. The primary, general, special, and special run-off elections are considered separate elections. Contribution limits to candidates apply to each election. Contribution limits to officeholder and other committees apply on a calendar year basis. Contact your city or county about contribution limits for local offices, state campaign contribution limit will by default apply to city and county candidates when the city or county does not have laws addressing a contribution limit on such candidates.

Contribution Limits to State and Local* Candidates Per Election

Candidate or Officeholder	Contributor Sources		
	Person (individual, business entity, committee/PAC)	Small Contributor Committee (see definition on page 2)	Political Party
City and County Candidates subject to Section 85301 (d)	\$4,900	\$4,900	\$4,900
Senate and Assembly	\$4,900	\$9,700	No Limit
CalPERS/CalSTRS	\$4,900	\$9,700	No Limit
Lt. Governor, Secretary of State, Attorney General, Treasurer, Controller, Supt. of Public Instruction, Insurance Commissioner, and Board of Equalization	\$8,100	\$16,200	No Limit
Governor	\$32,400	\$32,400	No Limit

*State campaign contribution limit will by default apply to city and county candidates when the city or county does not have laws addressing a contribution limit on such candidates

Contributions to Other State Committees Per Calendar Year

Committee	Contributor Sources	
	Person (individual, business entity, committee/PAC)	
Committee (Not Political Party) that Contributes to State Candidates (PAC)	\$8,100	
Political Party Account for State Candidates	\$40,500	
Small Contributor Committee	\$200	
Committee Account NOT for State Candidates (Ballot Measure, PAC, Political Party)	No Limit*	

*State committees (including political parties and PACs) may receive contributions in excess of the limits identified above as long as the contributions are NOT used for state candidate contributions. (Regulation 18534.)

Contributions to State Officeholder Committees Per Calendar Year

Committee	Contributor Sources	
	Any Source (Person, Small Contributor Committee or Political Party)	Aggregate From All Sources
Senate and Assembly	\$4,000	\$67,300
CalPERS/CalSTRS	\$4,000	\$67,300
Lt. Governor, Secretary of State, Attorney General, Treasurer, Controller, Supt. of Public Instruction, Insurance Commissioner, and Board of Equalization	\$6,700	\$134,600
Governor	\$26,900	\$269,300

California Fair Political Practices Commission

California State Contribution Limits

(Effective January 1, 2021 - December 31, 2022)

The contribution limits are effective for elections held between January 1, 2021 and December 31, 2022. (Regulation 18545.) These limits do not apply to contributions made to elections in previous years. Such contributions are subject to the limits in place for that year see previous charts.

Legal Defense Funds

Contributions raised for a legal defense fund are not subject to contribution limits or the voluntary expenditure ceiling. However, a candidate or officeholder may raise, in total, no more than is reasonably necessary to cover attorney's fees and other legal costs related to the proceeding for which the fund is created. (Section 85304; Regulation 18530.4.)

Recall Elections

A state officeholder and city or county officeholder subject to Section 85301 (d) who is the subject of a recall may set up a separate committee to oppose the qualification of the recall measure and, if the recall petition qualifies, the recall election. Neither contribution limits nor voluntary expenditure ceilings apply to the committee to oppose the recall that is controlled by the officeholder who is the target of the recall attempt. Candidates running to replace an officeholder who is the target of a recall are subject to the contribution limits and the expenditure limits applicable to the election for that office. (Section 85315; Regulation 18531.5.)

Ballot Measure Committees

Contributions to ballot measure committees controlled by a candidate for elective state office or a candidate for elective city or county office subject to Section 85301 (d) are not limited.

Contributions from State Candidates and Candidates subject to Section 85301 (d)

A state candidate or candidate for elective city or county office subject to Section 85301 (d) may not contribute more than \$4,900 to a committee controlled by another state candidate or or candidate for elective city or county office subject to Section 85301 (d) (This limit applies on a per election basis and includes, in the aggregate, contributions made from the candidate's personal funds and from campaign funds. (Section 85305; Regulation 18535.) This limit does not apply to a committee controlled by a state candidate or a committee controlled by a candidate for elective city or county office subject to Section 85301 (d) to oppose his or her recall or their contributions made to a legal defense fund established by a candidate for elective state office or candidate for elective city or county office subject to Section 85301(d). It also does not apply to contributions made by a candidate for elective state office or a candidate for elective city or county office subject to Section 85301 (d) to a ballot measure committee controlled by a another state candidate or candidate for elective city or county office subject to Section 85301 (d). Please note there are certain rules applicable to use of funds held by state officeholder committees (See Regulation 18531.62.)

Communications Identifying State Candidates

Any committee that makes a payment or a promise of payment totaling \$50,000 or more for a communication that:

1. Clearly identifies a state candidate; but
2. Does not expressly advocate the election or defeat of the candidate; and
3. Is disseminated, broadcast, or otherwise published within 45 days of an election, may not receive a contribution from any single source of more than \$40,500 in a calendar year if the communication is made at the behest of the candidate featured in the communication. (Section 85310.)

Officeholder Committees

Officeholder contributions must be cumulated (in full) with any other contributions from the same contributor(s) for any other future elective state office or elective city or county office subject to Section 85301 (d) for which the officeholder maintains a controlled committee during the term of office in which the contribution is received. Contributions to candidates for future elections and to their officeholder account are cumulated for purposes of contribution limits. (Regulation 18531.62.)

Contributions from State Lobbyists

A state lobbyist may not contribute to a state officeholder's or candidate's committee if the lobbyist is registered to lobby the agency of the elected officer or the agency to which the candidate is seeking election. The lobbyist also may not contribute to a local committee controlled by any such state candidate. (Section 85702; Regulation 18572.) In addition, effective January 1, 2015, lobbyists and lobbying firms may no longer take advantage of the \$500 or less home/office fundraiser exception that is available to other individuals and entities. (Section 82015(f).)

Local Elections

Many cities and counties have local contribution limits and other election rules. "Local Campaign Ordinances" are listed on the FPPC's website. Check with your city or county about contribution limits for local elections. A State campaign contribution limit will by default apply to city and county candidates when the city or county does not have laws addressing a contribution limit on such candidates.

Definitions

Person: An individual, proprietorship, firm, partnership, joint venture, syndicate, business trust, company, corporation, limited liability company, association, committee, and any other organization or group of persons acting in concert. (Section 82047.)

Small Contributor Committee: Any committee that meets all of the following criteria:

- (a) The committee has been in existence for at least six months.
- (b) The committee receives contributions from 100 or more persons.
- (c) No one person has contributed to the committee more than \$200 per calendar year.
- (d) The committee makes contributions to five or more candidates. (Section 85203; Regulation 18503.)

Political Party Committee: The state central committee

or county central committee of an organization that meets the requirements for recognition as a political party under Elections Code Section 5100. (Section 85205.)

Assembly Bill No. 571

CHAPTER 556

An act to amend and repeal Sections 10003 and 10202 of the Elections Code, and to amend Section 85301 of, to amend, repeal, and add Sections 85305, 85306, 85307, 85315, 85316, 85317, and 85318 of, and to add Section 85702.5 to, the Government Code, relating to the Political Reform Act of 1974.

[Approved by Governor October 8, 2019. Filed with Secretary
of State October 8, 2019.]

LEGISLATIVE COUNSEL'S DIGEST

AB 571, Mullin. Political Reform Act of 1974: contribution limits.

The Political Reform Act of 1974 prohibits a person, other than a small contributor committee or political party committee, from making to a candidate for elective state office, for statewide elective office, or for the office of Governor, and prohibits those candidates from accepting from a person, a contribution totaling more than a specified amount per election. For a candidate for elective state office other than a candidate for statewide elective office, the limitation on contributions is \$3,000 per election, as that amount is adjusted by the Fair Political Practices Commission in January of every odd-numbered year.

Existing law authorizes a county, city, or district to limit campaign contributions in local elections. Existing law authorizes the governing board of a school district or of a community college district to limit campaign expenditures or contributions in elections to district offices. The act specifies that it does not prevent the Legislature or any other state or local agency from imposing additional requirements on a person if the requirements do not prevent the person from complying with the act, and that the act does not nullify contribution limitations or prohibitions by any local jurisdiction that apply to elections for local elective office, as specified.

This bill, commencing January 1, 2021, instead would prohibit a person from making to a candidate for elective county or city office, and would prohibit a candidate for elective county or city office from accepting from a person, a contribution totaling more than the amount set forth in the act for limitations on contributions to a candidate for elective state office. This bill would also authorize a county or city to impose a limitation that is different from the limitation imposed by this bill. This bill would make specified provisions of the act relating to contribution limitations applicable to a candidate for a elective county or city office, except as specified.

The act makes a violation of its provisions punishable as a misdemeanor and subject to specified penalties.

This bill would add the contribution limitation imposed by the bill to the act's provisions, thereby making a violation of the limitation punishable as a misdemeanor and subject to specified penalties. However, the bill would specify that a violation of a limitation imposed by a local government is not subject to the act's enforcement provisions. The bill would authorize a local government that imposes a limitation that is different from the limitation imposed by this bill to adopt enforcement standards for a violation of the limitation imposed by the local government agency, including administrative, civil, or criminal penalties. By expanding the scope of an existing crime with regard to a violation of a contribution limitation imposed by the bill, the bill would impose a state-mandated local program.

The California Constitution requires the state to reimburse local agencies and school districts for certain costs mandated by the state. Statutory provisions establish procedures for making that reimbursement.

This bill would provide that no reimbursement is required by this act for a specified reason.

The Political Reform Act of 1974, an initiative measure, provides that the Legislature may amend the act to further the act's purposes upon a $\frac{2}{3}$ vote of each house of the Legislature and compliance with specified procedural requirements.

This bill would declare that it furthers the purposes of the act.

The people of the State of California do enact as follows:

SECTION 1. The Legislature finds and declares all of the following:

(a) Most states impose limitations on contributions to candidates for elective county and city offices. California is among the minority of states without these contribution limitations.

(b) Most counties and cities in this state have not independently imposed limitations on contributions to candidates for elective offices in those jurisdictions.

(c) In counties and cities in this state that have not imposed limitations on contributions, candidates for elective offices in those jurisdictions often receive contributions that would exceed the limitations for a state Senate campaign, even though most counties and cities contain far fewer people than the average state Senate district.

(d) In counties and cities in this state that have not imposed limitations on contributions, candidates for elective office in those jurisdictions sometimes raise 40 percent or more of their total campaign funds from a single contributor.

(e) A system allowing unlimited contributions to a candidate for elective county or city office creates the risk and the perception that elected officials in those jurisdictions are beholden to their contributors and will act in the best interest of those contributors at the expense of the people.

(f) This state has a statewide interest in preventing actual corruption and the appearance of corruption at all levels of government.

(g) This act establishes a limitation on contributions to a candidate for elective office in a city or county in which the local government has not established a limitation. However, a local government may establish a different limitation that is more precisely tailored to the needs of its communities.

SEC. 2. Section 10003 of the Elections Code is amended to read:

10003. (a) A county may by ordinance or resolution limit campaign contributions in county elections.

(b) This section shall remain in effect only until January 1, 2021, and as of that date is repealed, unless a later enacted statute, that is enacted before January 1, 2021, deletes or extends that date.

SEC. 3. Section 10202 of the Elections Code is amended to read:

10202. (a) A city may, by ordinance or resolution, limit campaign contributions in municipal elections.

(b) This section shall remain in effect only until January 1, 2021, and as of that date is repealed, unless a later enacted statute, that is enacted before January 1, 2021, deletes or extends that date.

SEC. 4. Section 85301 of the Government Code is amended to read:

85301. (a) A person, other than a small contributor committee or political party committee, shall not make to a candidate for elective state office other than a candidate for statewide elective office, and a candidate for elective state office other than a candidate for statewide elective office shall not accept from a person, a contribution totaling more than three thousand dollars (\$3,000) per election.

(b) Except to a candidate for Governor, a person, other than a small contributor committee or political party committee, shall not make to a candidate for statewide elective office, and except a candidate for Governor, a candidate for statewide elective office shall not accept from a person other than a small contributor committee or a political party committee, a contribution totaling more than five thousand dollars (\$5,000) per election.

(c) A person, other than a small contributor committee or political party committee, shall not make to a candidate for Governor, and a candidate for Governor shall not accept from any person other than a small contributor committee or political party committee, a contribution totaling more than twenty thousand dollars (\$20,000) per election.

(d) (1) A person shall not make to a candidate for elective county or city office, and a candidate for elective county or city office shall not accept from a person, a contribution totaling more than the amount set forth in subdivision (a) per election, as that amount is adjusted by the Commission pursuant to Section 83124. This subdivision does not apply in a jurisdiction in which the county or city imposes a limit on contributions pursuant to Section 85702.5.

(2) This subdivision shall become operative on January 1, 2021.

(e) The provisions of this section do not apply to a candidate's contributions of the candidate's personal funds to the candidate's own campaign.

SEC. 5. Section 85305 of the Government Code is amended to read:

85305. (a) A candidate for elective state office or committee controlled by that candidate shall not make any contribution to any other candidate for elective state office in excess of the limits set forth in subdivision (a) of Section 85301.

(b) This section shall remain in effect only until January 1, 2021, and as of that date is repealed, unless a later enacted statute, that is enacted before January 1, 2021, deletes or extends that date.

SEC. 6. Section 85305 is added to the Government Code, to read:

85305. (a) A candidate for elective state, county, or city office or committee controlled by that candidate shall not make a contribution to any other candidate for elective state, county, or city office in excess of the limits set forth in subdivision (a) of Section 85301. This section does not apply in a jurisdiction in which the county or city imposes a limit on contributions pursuant to Section 85702.5.

(b) This section shall become operative on January 1, 2021.

SEC. 7. Section 85306 of the Government Code is amended to read:

85306. (a) A candidate may transfer campaign funds from one controlled committee to a controlled committee for elective state office of the same candidate. Contributions transferred shall be attributed to specific contributors using a “last in, first out” or “first in, first out” accounting method, and these attributed contributions when aggregated with all other contributions from the same contributor may not exceed the limits set forth in Section 85301 or 85302.

(b) Notwithstanding subdivision (a), a candidate for elective state office, other than a candidate for statewide elective office, who possesses campaign funds on January 1, 2001, may use those funds to seek elective office without attributing the funds to specific contributors.

(c) Notwithstanding subdivision (a), a candidate for statewide elective office who possesses campaign funds on November 6, 2002, may use those funds to seek elective office without attributing the funds to specific contributors.

(d) This section shall remain in effect only until January 1, 2021, and as of that date is repealed, unless a later enacted statute, that is enacted before January 1, 2021, deletes or extends that date.

SEC. 8. Section 85306 is added to the Government Code, to read:

85306. (a) A candidate may transfer campaign funds from one controlled committee to a controlled committee for elective state, county, or city office of the same candidate. Contributions transferred shall be attributed to specific contributors using a “last in, first out” or “first in, first out” accounting method, and these attributed contributions when aggregated with all other contributions from the same contributor shall not exceed the limits set forth in Section 85301 or 85302.

(b) Notwithstanding subdivision (a), a candidate for elective state office, other than a candidate for statewide elective office, who possesses campaign funds on January 1, 2001, may use those funds to seek elective office without attributing the funds to specific contributors.

(c) Notwithstanding subdivision (a), a candidate for statewide elective office who possesses campaign funds on November 6, 2002, may use those funds to seek elective office without attributing the funds to specific contributors.

(d) This section does not apply in a jurisdiction in which the county or city imposes a limit on contributions pursuant to Section 85702.5.

(e) This section shall become operative on January 1, 2021.

SEC. 9. Section 85307 of the Government Code is amended to read:

85307. (a) The provisions of this article regarding loans apply to extensions of credit, but do not apply to loans made to a candidate by a commercial lending institution in the lender's regular course of business on terms available to members of the general public for which the candidate is personally liable.

(b) Notwithstanding subdivision (a), a candidate for elective state office shall not personally loan to the candidate's campaign, including the proceeds of a loan obtained by the candidate from a commercial lending institution, an amount, the outstanding balance of which exceeds one hundred thousand dollars (\$100,000). A candidate shall not charge interest on any loan the candidate made to the candidate's campaign.

(c) This section shall remain in effect only until January 1, 2021, and as of that date is repealed, unless a later enacted statute, that is enacted before January 1, 2021, deletes or extends that date.

SEC. 10. Section 85307 is added to the Government Code, to read:

85307. (a) The provisions of this article regarding loans apply to extensions of credit, but do not apply to loans made to a candidate by a commercial lending institution in the lender's regular course of business on terms available to members of the general public for which the candidate is personally liable.

(b) Notwithstanding subdivision (a), a candidate for elective state, county, or city office shall not personally loan to the candidate's campaign, including the proceeds of a loan obtained by the candidate from a commercial lending institution, an amount, the outstanding balance of which exceeds one hundred thousand dollars (\$100,000). A candidate shall not charge interest on any loan the candidate made to the candidate's campaign. This subdivision does not apply to a jurisdiction in which the county or city imposes a limit on contributions pursuant to Section 85702.5.

(c) This section shall become operative on January 1, 2021.

SEC. 11. Section 85315 of the Government Code is amended to read:

85315. (a) Notwithstanding any other provision of this chapter, an elected state officer may establish a committee to oppose the qualification of a recall measure, and the recall election. This committee may be established when the elected state officer receives a notice of intent to recall pursuant to Section 11021 of the Elections Code. An elected state officer may accept campaign contributions to oppose the qualification of a recall measure, and if qualification is successful, the recall election, without regard to the campaign contributions limits set forth in this chapter. The voluntary

expenditure limits do not apply to expenditures made to oppose the qualification of a recall measure or to oppose the recall election.

(b) After the failure of a recall petition or after the recall election, the committee formed by the elected state officer shall wind down its activities and dissolve. Any remaining funds shall be treated as surplus funds and shall be expended within 30 days after the failure of the recall petition or after the recall election for a purpose specified in subdivision (b) of Section 89519.

(c) This section shall remain in effect only until January 1, 2021, and as of that date is repealed, unless a later enacted statute, that is enacted before January 1, 2021, deletes or extends that date.

SEC. 12. Section 85315 is added to the Government Code, to read:

85315. (a) Notwithstanding any other provision of this chapter, an elected state, county, or city officer may establish a committee to oppose the qualification of a recall measure, and the recall election. This committee may be established when the elected state, county, or city officer receives a notice of intent to recall pursuant to Section 11021 of the Elections Code. An elected state, county, or city officer may accept campaign contributions to oppose the qualification of a recall measure, and if qualification is successful, the recall election, without regard to the campaign contribution limits set forth in this chapter. The voluntary expenditure limits do not apply to expenditures made to oppose the qualification of a recall measure or to oppose the recall election.

(b) After the failure of a recall petition or after the recall election, the committee formed by the elected state, county, or city officer shall wind down its activities and dissolve. Any remaining funds shall be treated as surplus funds and shall be expended within 30 days after the failure of the recall petition or after the recall election for a purpose specified in subdivision (b) of Section 89519.

(c) This section does not apply in a jurisdiction in which the county or city imposes a limit on contributions pursuant to Section 85702.5.

(d) This section shall become operative on January 1, 2021.

SEC. 13. Section 85316 of the Government Code is amended to read:

85316. (a) Except as provided in subdivision (b), a contribution for an election may be accepted by a candidate for elective state office after the date of the election only to the extent that the contribution does not exceed net debts outstanding from the election, and the contribution does not otherwise exceed the applicable contribution limit for that election.

(b) Notwithstanding subdivision (a), an elected state officer may accept contributions after the date of the election for the purpose of paying expenses associated with holding the office provided that the contributions are not expended for any contribution to any state or local committee. Contributions received pursuant to this subdivision shall be deposited into a bank account established solely for the purposes specified in this subdivision.

(1) A person shall not make, and an elected state officer shall not receive from a person, a contribution pursuant to this subdivision totaling more than the following amounts per calendar year:

(A) Three thousand dollars (\$3,000) in the case of an elected state officer of the Assembly or Senate.

(B) Five thousand dollars (\$5,000) in the case of a statewide elected state officer other than the Governor.

(C) Twenty thousand dollars (\$20,000) in the case of the Governor.

(2) An elected state officer shall not receive contributions pursuant to paragraph (1) that, in the aggregate, total more than the following amounts per calendar year:

(A) Fifty thousand dollars (\$50,000) in the case of an elected state officer of the Assembly or Senate.

(B) One hundred thousand dollars (\$100,000) in the case of a statewide elected state officer other than the Governor.

(C) Two hundred thousand dollars (\$200,000) in the case of the Governor.

(3) Any contribution received pursuant to this subdivision shall be deemed to be a contribution to that candidate for election to any state office that the candidate may seek during the term of office to which the candidate is currently elected, including, but not limited to, reelection to the office the candidate currently holds, and shall be subject to any applicable contribution limit provided in this title. If a contribution received pursuant to this subdivision exceeds the allowable contribution limit for the office sought, the candidate shall return the amount exceeding the limit to the contributor on a basis to be determined by the Commission. None of the expenditures made by elected state officers pursuant to this subdivision shall be subject to the voluntary expenditure limitations in Section 85400.

(4) The Commission shall adjust the calendar year contribution limitations and aggregate contribution limitations set forth in this subdivision in January of every odd-numbered year to reflect any increase or decrease in the Consumer Price Index. Those adjustments shall be rounded to the nearest one hundred dollars (\$100).

(c) This section shall remain in effect only until January 1, 2021, and as of that date is repealed, unless a later enacted statute, that is enacted before January 1, 2021, deletes or extends that date.

SEC. 14. Section 85316 is added to the Government Code, to read:

85316. (a) Except as provided in subdivision (b), a contribution for an election may be accepted by a candidate for elective state, county, or city office after the date of the election only to the extent that the contribution does not exceed net debts outstanding from the election, and the contribution does not otherwise exceed the applicable contribution limit for that election.

(b) Notwithstanding subdivision (a), an elected state officer may accept contributions after the date of the election for the purpose of paying expenses associated with holding the office provided that the contributions are not expended for any contribution to any state or local committee. Contributions received pursuant to this subdivision shall be deposited into a bank account established solely for the purposes specified in this subdivision.

(1) A person shall not make, and an elected state officer shall not receive from a person, a contribution pursuant to this subdivision totaling more than the following amounts per calendar year:

(A) Three thousand dollars (\$3,000) in the case of an elected state officer of the Assembly or Senate.

(B) Five thousand dollars (\$5,000) in the case of a statewide elected state officer other than the Governor.

(C) Twenty thousand dollars (\$20,000) in the case of the Governor.

(2) An elected state officer shall not receive contributions pursuant to paragraph (1) that, in the aggregate, total more than the following amounts per calendar year:

(A) Fifty thousand dollars (\$50,000) in the case of an elected state officer of the Assembly or Senate.

(B) One hundred thousand dollars (\$100,000) in the case of a statewide elected state officer other than the Governor.

(C) Two hundred thousand dollars (\$200,000) in the case of the Governor.

(3) Any contribution received pursuant to this subdivision shall be deemed to be a contribution to that candidate for election to any state office that the candidate may seek during the term of office to which the candidate is currently elected, including, but not limited to, reelection to the office the candidate currently holds, and shall be subject to any applicable contribution limit provided in this title. If a contribution received pursuant to this subdivision exceeds the allowable contribution limit for the office sought, the candidate shall return the amount exceeding the limit to the contributor on a basis to be determined by the Commission. The expenditures made by elected state officers pursuant to this subdivision shall not be subject to the voluntary expenditure limitations in Section 85400.

(4) The Commission shall adjust the calendar year contribution limitations and aggregate contribution limitations set forth in this subdivision in January of every odd-numbered year to reflect any increase or decrease in the Consumer Price Index. Those adjustments shall be rounded to the nearest one hundred dollars (\$100).

(c) This section does not apply in a jurisdiction in which the county or city imposes a limit on contributions pursuant to Section 85702.5.

(d) This section shall become operative on January 1, 2021.

SEC. 15. Section 85317 of the Government Code is amended to read:

85317. (a) Notwithstanding subdivision (a) of Section 85306, a candidate for elective state office may carry over contributions raised in connection with one election for elective state office to pay campaign expenditures incurred in connection with a subsequent election for the same elective state office.

(b) This section shall remain in effect only until January 1, 2021, and as of that date is repealed, unless a later enacted statute, that is enacted before January 1, 2021, deletes or extends that date.

SEC. 16. Section 85317 is added to the Government Code, to read:

85317. (a) Notwithstanding subdivision (a) of Section 85306, a candidate for elective state, county, or city office may carry over contributions raised in connection with one election for elective state, county, or city office to pay campaign expenditures incurred in connection with a subsequent election for the same elective state, county, or city office. This section does not apply

in a jurisdiction in which the county or city imposes a limit on contributions pursuant to Section 85702.5.

(b) This section shall become operative on January 1, 2021.

SEC. 17. Section 85318 of the Government Code is amended to read:

85318. (a) A candidate for elective state office may raise contributions for a general election before the primary election, and for a special general election before a special primary election, for the same elective state office if the candidate sets aside these contributions and uses these contributions for the general election or special general election. If the candidate for elective state office is defeated in the primary election or special primary election, or otherwise withdraws from the general election or special general election, the general election or special general election funds shall be refunded to the contributors on a pro rata basis less any expenses associated with the raising and administration of general election or special general election contributions. Notwithstanding Section 85201, candidates for elective state office may establish separate campaign contribution accounts for the primary and general elections or special primary and special general elections.

(b) This section shall remain in effect only until January 1, 2021, and as of that date is repealed, unless a later enacted statute, that is enacted before January 1, 2021, deletes or extends that date.

SEC. 18. Section 85318 is added to the Government Code, to read:

85318. (a) A candidate for elective state, county, or city office may raise contributions for a general election before the primary election, and for a special general election before a special primary election, for the same elective state, county, or city office if the candidate sets aside these contributions and uses these contributions for the general election or special general election. If the candidate for elective state, county, or city office is defeated in the primary election or special primary election, or otherwise withdraws from the general election or special general election, the general election or special general election funds shall be refunded to the contributors on a pro rata basis less any expenses associated with the raising and administration of general election or special general election contributions. Notwithstanding Section 85201, candidates for elective state, county, or city office may establish separate campaign contribution accounts for the primary and general elections or special primary and special general elections.

(b) This section does not apply in a jurisdiction in which the county or city imposes a limit on contributions pursuant to Section 85702.5.

(c) This section shall become operative on January 1, 2021.

SEC. 19. Section 85702.5 is added to the Government Code, to read:

85702.5. (a) A county or city may, by ordinance or resolution, impose a limit on contributions to a candidate for elective county or city office that is different from the limit set forth in subdivision (d) of Section 85301. The limitation may also be imposed by means of a county or city initiative measure.

(b) A county or city that establishes a contribution limit pursuant to subdivision (a) may adopt enforcement standards for a violation of that limit, which may include administrative, civil, or criminal penalties.

(c) The Commission is not responsible for the administration or enforcement of a contribution limit adopted pursuant to subdivision (a).

(d) This section shall become operative on January 1, 2021. A county or city's limit on contributions to a candidate for elective county or city office that is in effect on the operative date of this section shall be deemed to be a limit imposed pursuant to subdivision (a).

SEC. 20. No reimbursement is required by this act pursuant to Section 6 of Article XIII B of the California Constitution because the only costs that may be incurred by a local agency or school district will be incurred because this act creates a new crime or infraction, eliminates a crime or infraction, or changes the penalty for a crime or infraction, within the meaning of Section 17556 of the Government Code, or changes the definition of a crime within the meaning of Section 6 of Article XIII B of the California Constitution.

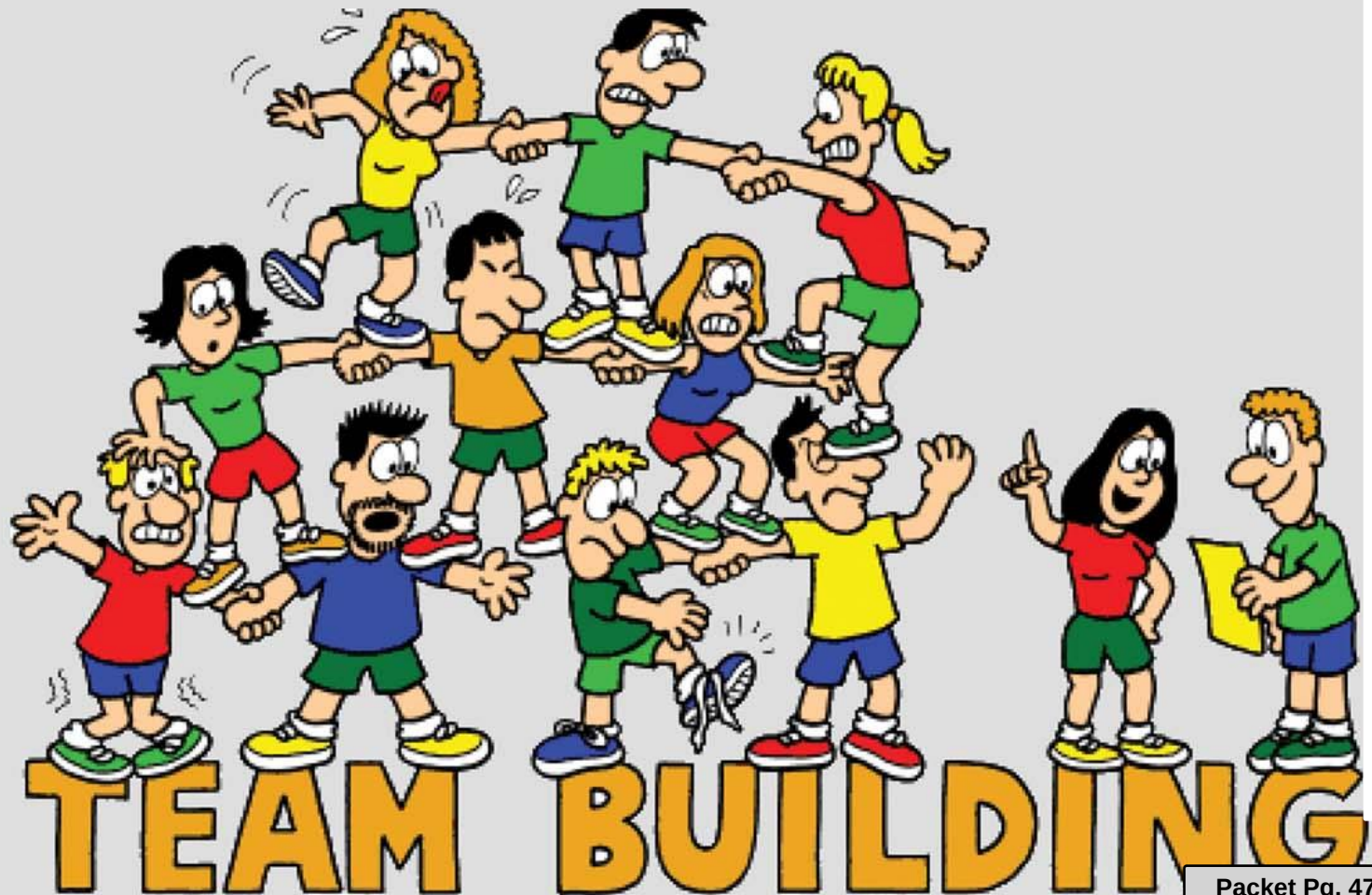
SEC. 21. The Legislature finds and declares that this bill furthers the purposes of the Political Reform Act of 1974 within the meaning of subdivision (a) of Section 81012 of the Government Code.



2021 City Council Annual Goal Setting Workshop



City Council Team Building



Workshop Agenda

Friday, January 29th

- 2020 Accomplishments
- City Council Norms, Policies, Procedures, & Protocols
- Sustainable Morgan Hill
- Redistricting

Saturday, January 30th

- Fiscal Sustainability
- Climate Action
- Legal and Administrative Considerations
- Briefings: Fire, Police, and Development Projects
- Communications and Engagement
- On the Horizon

2020 Accomplishments

1.j



75 años de edad o más ahora son elegibles para la vacuna COVID-19
13 de enero de 2021



1:16 / 1:02:17

11, 2020 Community Town Hall Meeting



EVERYONE COUNTS | County of Santa Clara

Packet Pg. 49

Summary of Council Member Interviews



City Council Norms





- ❖ Be respectful of each other
- ❖ Address issue, not person
- ❖ Be honest and real
- ❖ "Clear air" if needed; have hard discussions
- ❖ Listen to each other
- ❖ Be aware of how we represent the City as leaders in the community
- ❖ Be accurate in statements
- ❖ Be open minded; avoid concluding on your position prior to an item being heard
- ❖ Recognize that experience comes in diverse ways
- ❖ Be mindful of time
- ❖ Keep decorum of meeting throughout
- ❖ No side conversations
- ❖ Come prepared
- ❖ Give enough time to discuss issues
- ❖ Ok to ask City Council to continue an item if not ready
- ❖ Don't be repetitive on requests and comments
- ❖ Wait to be recognized before speaking
- ❖ Keep the order of meetings (questions, public comment, and then discussion)
- ❖ Provide early notice of request for alternates to attend outside appointment meetings
- ❖ Speak into the microphone
- ❖ Cell phones silenced
- ❖ Be punctual
- ❖ Send questions in advance of meeting; let City Manager know if you plan to pull a consent item
- ❖ Be engaged
- ❖ Be concise

City Council Policy Considerations



Review of 2020-2021 Strategic Priorities Workplan



SUSTAINABLE MORGAN HILL



VISION

To sustain a safe, inclusive, socially responsible, environmentally conscious, and economically sound community

Choose Morgan Hill

The City of Morgan Hill is the best community for people to live, work, visit, and operate their businesses.

City Council Ongoing Priorities

- Enhancing Public Safety
- Protecting the Environment and Preserving Open Space and Agricultural Land
- Maintaining Infrastructure
- Supporting our Youth, Seniors, and Entire Community
- Fostering a Positive Organizational Culture
- Preserving and Cultivating Public Trust
- Preserving our Community History
- Enhancing Diversity and Inclusiveness
- Advancing Regional Initiatives

2020-2021 Strategic Priorities

- **Fiscal Sustainability**
- Affordable Housing and Homelessness
- Community Engagement and Messaging
- Economic Development
- Transportation



These strategic priorities were established prior to the COVID-19 pandemic. In light of recent events, we recognize that all of these goals and priorities will be viewed through the lens of the global pandemic, and we will continue to have equity, public health, and financial responsibility in mind.

Sustainable Morgan Hill

City Council Ongoing Priorities

- Enhancing Public Safety
- Protecting the Environment and Preserving Open Space and Agricultural Land
- Maintaining Infrastructure
- Supporting our Youth, Seniors, and Entire Community
- Fostering a Positive Organizational Culture
- Preserving and Cultivating Public Trust
- Preserving our Community History
- Enhancing Diversity and Inclusiveness
- Advancing Regional Initiatives

Sustainable Morgan Hill (Cont'd)

2020-2021 Strategic Priorities

- **Fiscal Sustainability**
- Community Engagement and Messaging
- Economic Development
- Affordable Housing and Homelessness
- Transportation

(All priorities viewed through the lens of global pandemic, while keeping equity, public health, and fiscal sustainability in mind)

2020-2021 Strategic Priorities Workplan

City of Morgan Hill Strategic Priorities 2020-2021

		Strategic Priorities 2020-2021						COVID Workplan Item
		Fiscal Sustainability	Affordable Housing & Homelessness	Community Engagement & Messaging	Economic Development	Transportation	COVID	
#	FY 2020-21 and FY 2021-22 Activity Goals							
City Manager								
1	Closely monitor the economic recovery and financial impacts associated with the ongoing COVID-19 pandemic and update the City Council and the Community monthly	X		X	X		X	Ongoing
2	Ensure Departments maintain focus on cost containment and continue to actively pursue State and Federal funding	X					X	Ongoing
3	Advocate with regional partners for the clearly identified traffic and transportation issues, including the High-Speed Rail, Hale Avenue extension, expansion of Highway 101, and funding for priority projects in South Santa Clara County	X				X		Ongoing
4	Represent the City's interests by regularly meeting with County of Santa Clara, MHUSD, Santa Clara Valley Transportation Agency (VTA), Chamber of Commerce, Emergency Operational Area Council, Gilroy, and South County Regional Wastewater Authority (SCRWA), and League of CA Cities	X	X		X	X		Ongoing
5	Work with the City departments to implement a work plan for equity and host a Council workshop to determine scope and timeline							Commencing Soon
Communications and Engagement								
6	Continue to monitor and communicate Federal, State, County and local guidelines regarding COVID-19 health emergency			X			X	Ongoing
7	Continue outreach and bilingual communication as possible with limited resources		X	X				Ongoing
City Attorney								
8	Monitor and provide guidance in implementing State and County orders as they relate to COVID-19						X	Ongoing
9	Monitor and update City's COVID-19 emergency orders						X	Ongoing
10	Serve on Board of Directors for PLAN JPA	X						Ongoing
11	Communicate with Council and the community regarding changes to the Housing Accountability Act and advocate for measures to mitigate potential impacts		X	X				Ongoing
Human Resources								
12	Negotiate fiscally responsible labor agreements with the City's three bargaining groups, for contracts expiring in December 2021, while continuing to provide salaries and benefits that attract and retain a qualified workforce	X						Commencing Soon
Council Services and Records Management								
13	Implement Electronic Document Management and Workflow system	X		X			X	In Process
14	Implement DocuSign Electronic Signatures	X					X	Complete

Priorities and Initiatives for Partners 2021



1. Secure state and federal funding for local COVID-19 public health response and economic recovery for all. Improve Disaster Preparedness, Recovery and Climate Resiliency.
2. Secure funding to increase the supply and affordability of housing and resources to assist individuals at risk of – or already experiencing – homelessness while preserving local decision making.
3. Improve state-local coordination and planning to strengthen community disaster preparedness, resiliency, and recovery.
4. Protect and modernize critical infrastructure

Priorities and Initiatives for Partners 2021 (Cont'd)



1. Racial Justice
2. Housing/Unhoused
3. Transportation
4. COVID-19, including Business Retention

Redistricting



Fiscal Sustainability

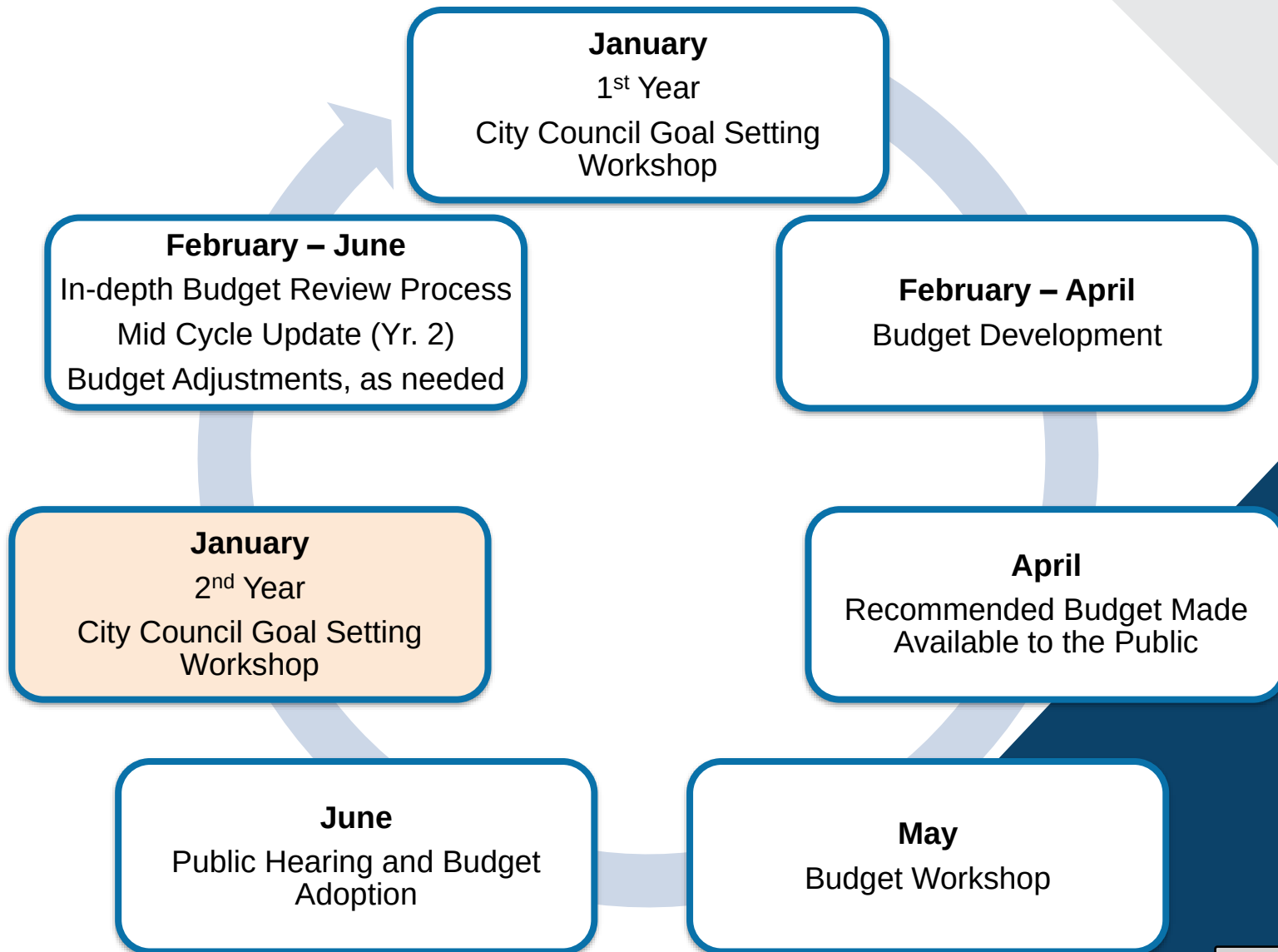
Budget Update

2 Year Budget Process

1.j

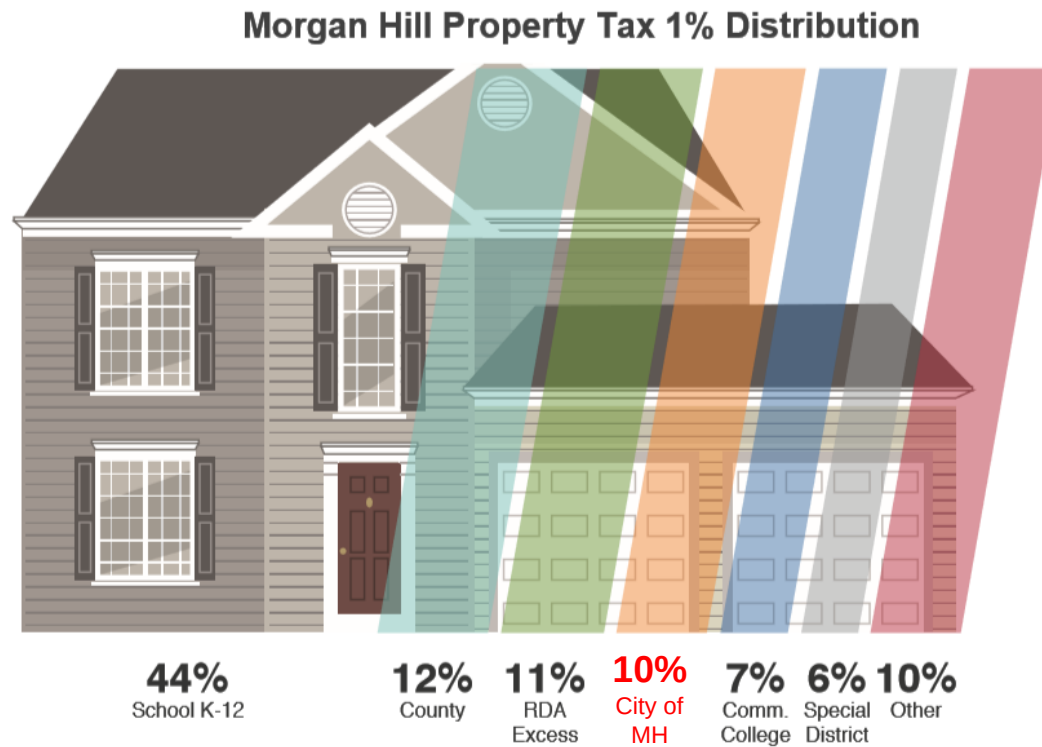


Attachment: Supplement 1 - Council Goal Setting Presentation 2021 (2981 : City Council



General Fund – Property Tax

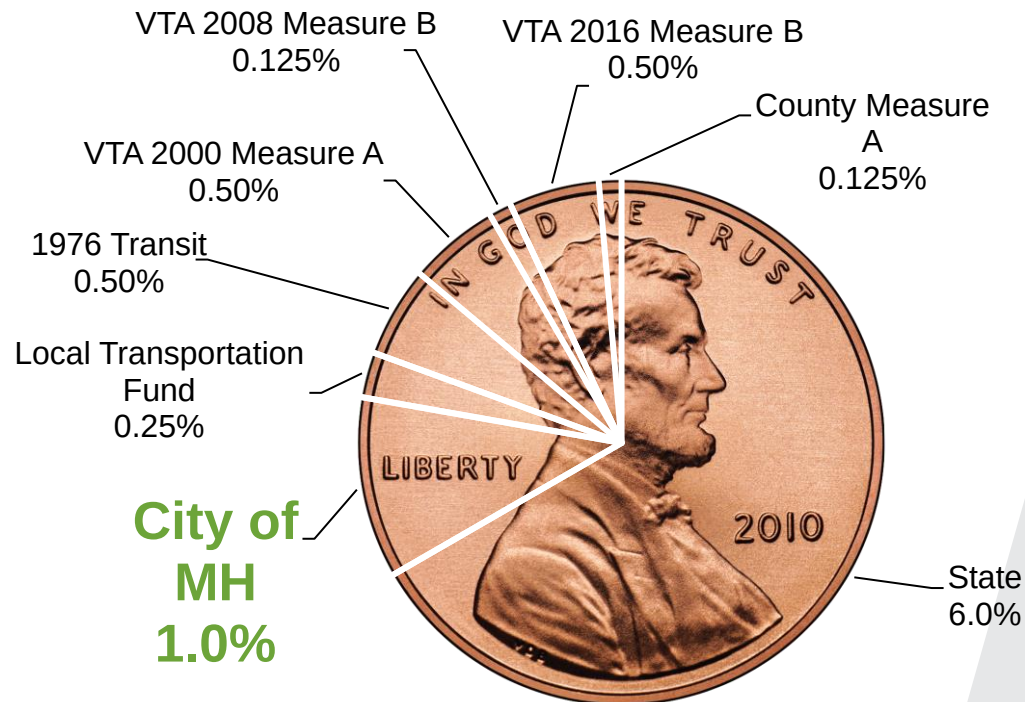
FY 2020-21 = \$13.7M, 35% of GF



General Fund – Sales Tax

FY 2020-21 = ~~\$8.3M~~ **\$9.7M**, 24% of GF

Allocation of Sales Tax Rate (Current Sales Tax Rate 9.0%)



General Fund – Recreation Services

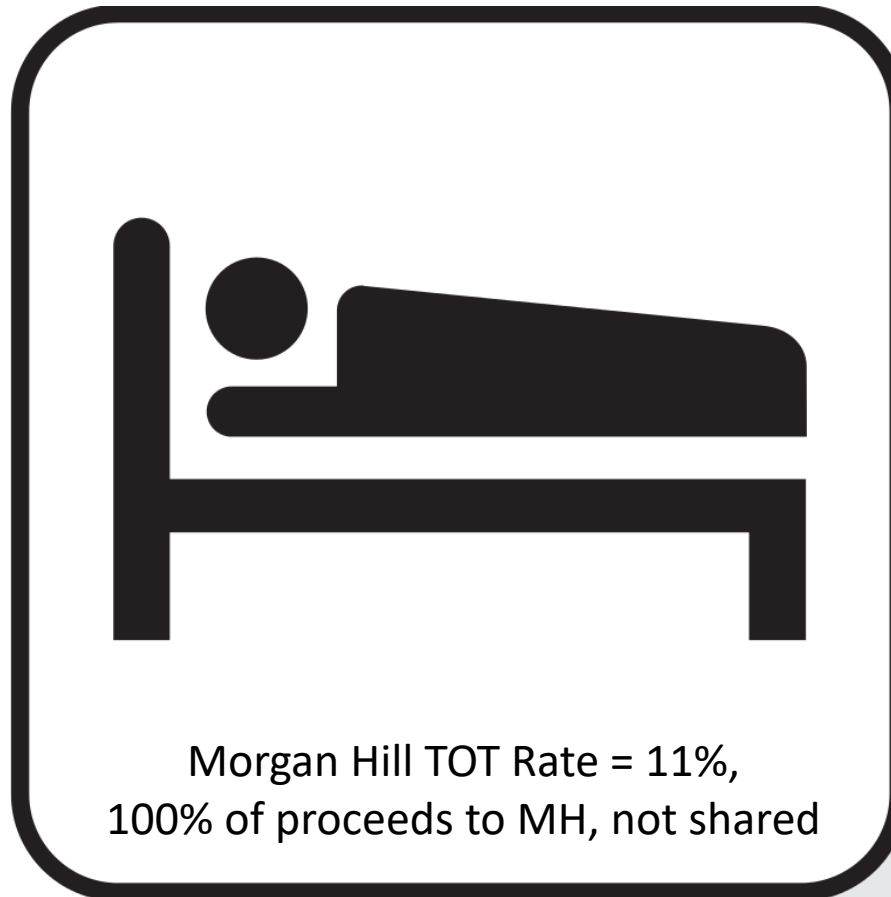
FY 2020-21 = ~~\$6.3M~~ **\$4.7M**, 16% of GF

- Recreation
 - Facility Rental Fees
 - Recreation Membership Fees
 - Classes



General Fund – Transient Occupancy Tax

FY 2020-21 = ~~\$1.8M~~ **\$1.3M**, 3% of GF



COVID-19 Fiscal Impacts



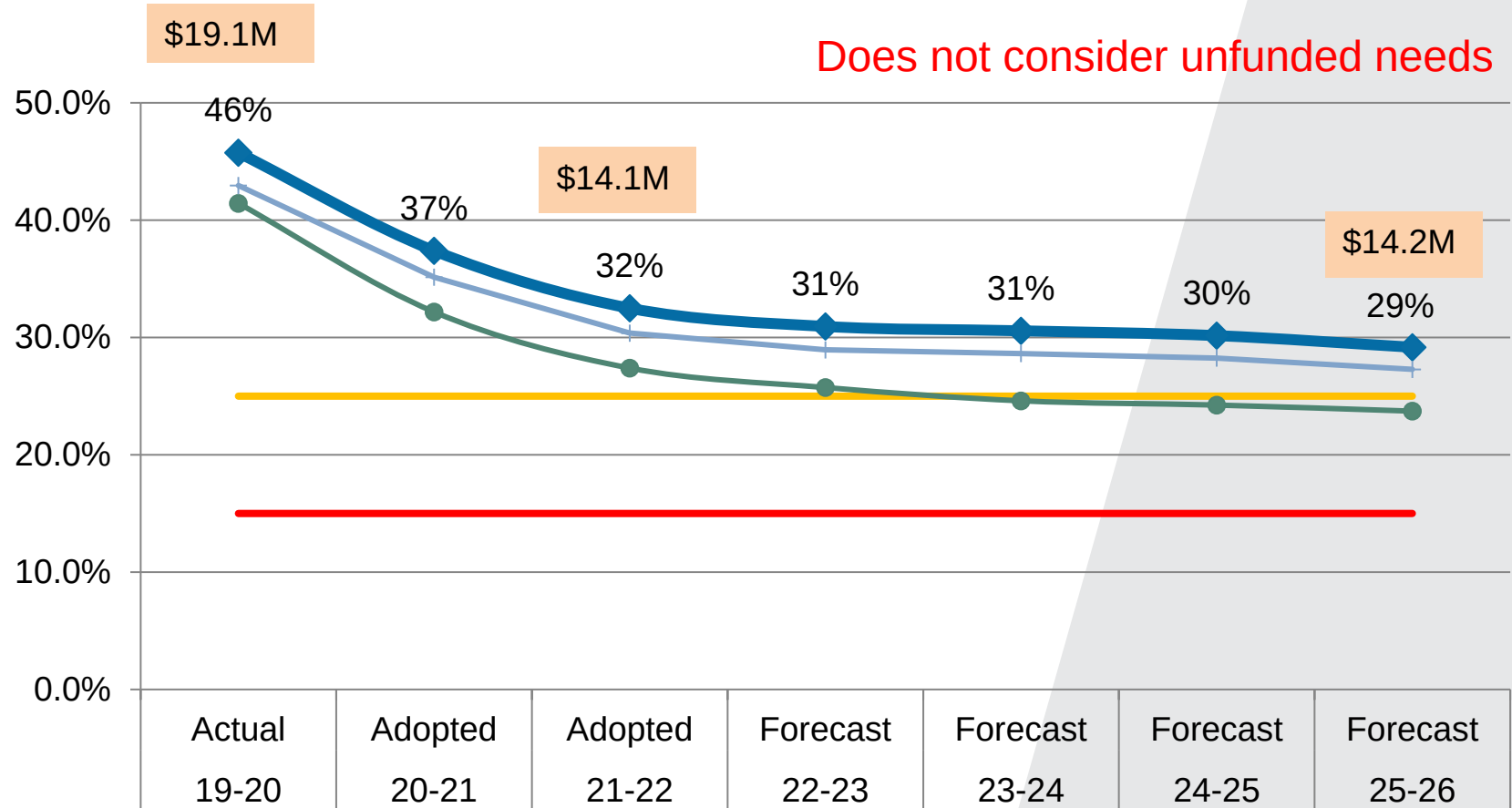
Fiscal Impacts of COVID-19 on Major Revenue Sources

Total Revenue **Loss** by Major Revenue Categories Over 3 Fiscal Years **(Updated)**

Revenue Type	FY2019-20	FY2020-21	FY2021-22	TOTAL
Property Tax	\$0.1M	\$0.1M	\$0.6M	\$0.8M
Sales Tax	\$0.7M	\$1.0M	\$1.6M	\$3.3M
Recreation	\$2.1M	\$3.8M	\$1.1M	\$7.0M
Hotel Tax	\$0.8M	\$1.8M	\$0.3M	\$2.9M
Fund 206	\$1.2M	\$1.5M	\$0.5M	\$3.2M
Other (Gas Tax, Transfer Tax)	\$0.2M	\$0.2M	\$0.1M	\$0.5M
TOTAL	\$5.1M	\$8.4M	\$4.2M	\$17.7M

Updated General Fund Forecast

Does not consider unfunded needs



◆ GF Six Year Forecast October 21, 2020

— Fund Balance Minimum Level of 15% of Revenues

+ GF Six Year Forecast July 22, 2020

— Fund Balance Goal of 25% of Revenues

● GF Six Year Forecast Budget Adoption June 17, 2020

Discretionary Revenues



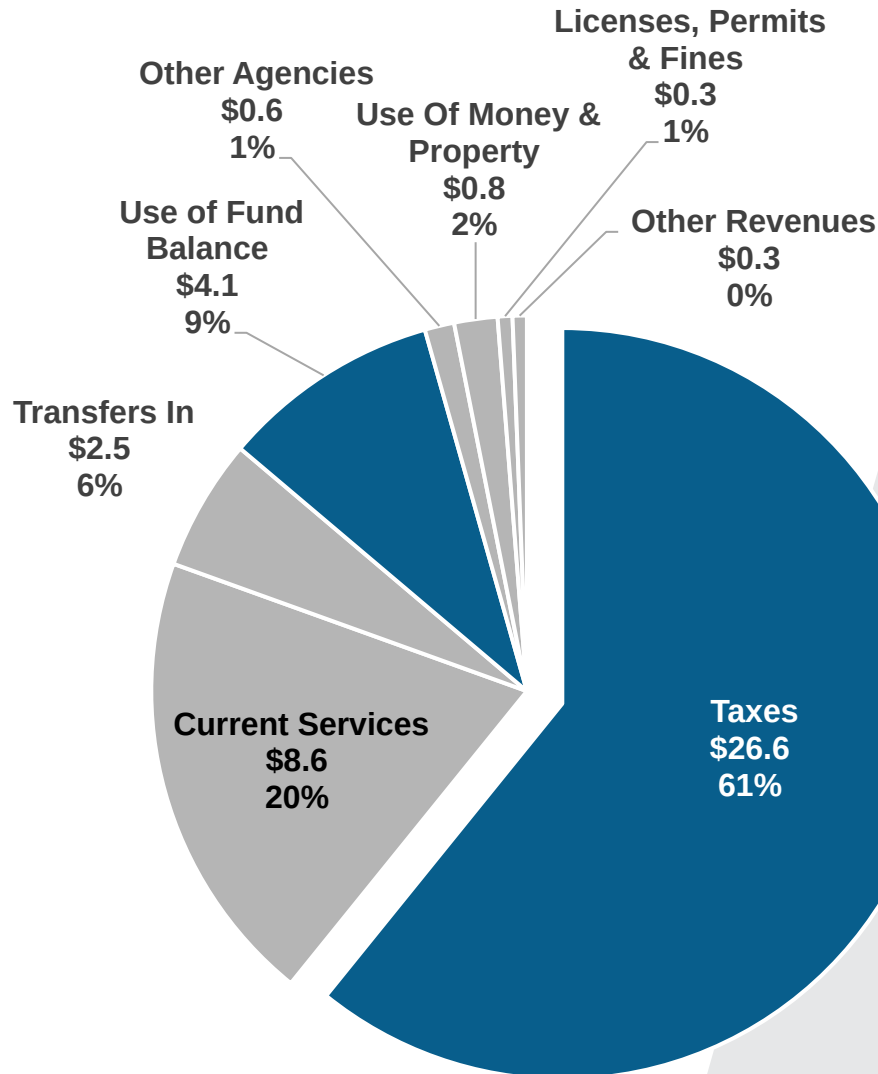
Definition: Discretionary Revenue

Resources that are not legally restricted for certain uses and can be allocated based on City Council priorities. This generally includes tax revenue like property, sales, hotel, and business license, and the General Fund's unrestricted fund balance.

This is revenue that the City Council can allocate as it wishes to fund local priorities.

General Fund: Discretionary Revenues

FY 2020-21 GF Resources: \$43.8M



Restricted
Revenues

Discretionary
Revenues

General Fund: Discretionary Expenditure

FY 2020-21 GF Expenditures: \$43.8M, \$30.8M Discretionary

Programs	General Fund Expenditure	Less Departmental Revenues & Transfers	Net General Fund Expenditure	%
Police	\$17.7	-\$1.2	\$16.5	54%
Fire	\$7.1	-\$0.3	\$6.7	22%
Infrastructure and Maintenance	\$4.4	-\$2.2	\$2.1	7%
Gen. Governance	\$4.8	-\$2.9	\$1.9	6%
Econ. Development	\$0.6	\$0.0	\$0.6	2%
Rec. Services	\$7.5	-\$5.9	\$1.5	5%
Environmental Programs	\$0.5	-\$0.3	\$0.3	1%
Transfers/Loans	\$1.1	\$0.0	\$1.1	3%
Total	\$43.8	-\$13.0	\$30.8	100%

Fiscal Sustainability

Funding Priorities for Local Government

Local Government Priorities

City

- Municipal Services: police, fire, animal control, parks, public works, water, wastewater, solid waste, community services and general governance.
- Regulations: Land use, building, codes, etc.

County

- Welfare & Social Services
- Courts and Criminal Justice System
- Municipal Services & Regulations for the unincorporated areas

Funding for Municipal Services

Primary Funding Sources

- Police – City General Fund (Taxes)
- Fire – City General Fund (Taxes)
- Pavement Rehab – Statewide Gas Tax, Regional Sales Tax, City General Fund (Taxes)
- Street Maintenance – Statewide Gas Tax, City General Fund (Taxes)
- Park Maintenance – City General Fund (Taxes)
- Water/Wastewater – (Fees to Customers)
- Solid Waste – Franchise (Fees to Customers)
- Downtown Maintenance – City General Fund (Taxes)

Unfunded General Fund Needs

Total Annual Unfunded General Fund Needs = **\$6M**

- Police \$1.3M
- Fire \$2.3M
- Building Maintenance and LAD **\$0.1M**
- Pavement Rehabilitation **\$1.1M**
- Street Maintenance \$0.2M
- **Operational loss due to RDACS Suspension \$1.0M**

Unfunded General Fund Needs (Cont'd)

RDCS Funding Losses

- **Park Maintenance Funding**
Must be replaced by General Fund in next six years.
- **Storm Drain System Repairs**
Must be replaced by General Fund in next six years unless alternative found.
- **Pedestrian Safety and Infrastructure Repair/Replace Funding**
Programs will eventually go away.
- **Agricultural and Open Space Preservation**
Programs have been halted.

Unfunded Liabilities

- Total Unfunded Liabilities = **\$55.9M**
(down from \$56.4M)
 - Public Employees Retirement System (PERS) - \$52.5M
 - Other Postemployment Benefits (OPEB) - \$3.4M
- General Fund Share = 67% or \$37.5M
- Current Funded Status
 - Misc. Plan = 71.6%
 - Safety Plan = 68.5%

Funding for Municipal Services

Other Services Funded from the General Fund

- Economic Development
- Recreation – Non-Cost Recovery (Senior Center and Teen Center) – **Reduced Funding**
- Environmental Services
- Community Promotions/Partner Organizations
Reduced Funding

Policy Questions

- Should new services be considered prior to restoring funding from programs reduced during the FY2020-21 and 2021-22 Budget process?
- Should new services be considered when funding for basic municipal services is not yet adequate?

Climate Action



Current Activities in Environmental Services

- Budget significantly reduced in Great Recession
- Three Priorities
 - Completing State mandated programs (solid waste, stormwater, water conservation)
 - Pursuing ideas that can reduce operational expenses (energy efficiency, renewable energy)
 - Grant-funded activities (tree planting, community garden)
- Other Low-Cost Impactful Activities
 - Regulatory (shopping bag ban, reach code)
 - Interns

Current Challenges

- Renew solid waste franchise
- Adopt and enforce new organic waste diversion activities (SB1383)
- Prepare for enhanced water conservation requirements
- Implement water-efficient landscape ordinance
- Trash rules in stormwater

Costs Anticipated with Climate Action Plan

- \$200,000 in consultant costs (based on other cities' experience)
- Requires 0.5 FTE staff support to oversee effort
- Implementation efforts after the Plan – 1 FTE (\$140,000) annually

Legal and Administrative Considerations



Brown Act

- Attendance at meetings
- Council member communication

Legislative Decisions

Legislative

General Plan
Zoning Ordinance

PD
DA
GPA

Quasi-Judicial

CUP
Site and Design
Subdivision Map

Legislative Decisions (Cont'd)

- Generally applicable rules that apply to a group of properties
 - **30,000-foot policies are adopted by resolution**
 - General Plan
 - Specific Plan
 - Master Plan
 - City Council Policies
 - **Rules that carry the weight of law require ordinance**
 - Zoning Ordinance
 - Development Agreement
 - Planned Development

Ordinances

- Except in case of emergency, an ordinance cannot be adopted within 5 days of its introduction
- Two readings are required—one to introduce, another to adopt
 - Unless waived by the Council, the ordinance must be read out loud in its entirety prior to adoption. If the first and second readings are waived, the ordinance can be introduced by title only and adopted without a reading.
- Non-emergency ordinances must be adopted at a regular meeting

Quasi-Judicial Matters

- Property Owners are Entitled to Due Process
- Decision must be based on information available at public hearing
 - Ex Parte contacts discouraged (sort of) and must be disclosed
 - Should disclose any information learned that is not part of public record
- Applicant is allowed to present project first and entitled to rebut evidence taken against the project.
- All others should be treated equally

Campaign Limits

California Fair Political Practices Commission

California State Contribution Limits

(Effective January 1, 2021 - December 31, 2022)

Candidates seeking a state office and committees that make contributions to state candidates are subject to contribution limits from a single source. Beginning January 1, 2021 a state campaign contribution limit will by default apply to city and county candidates when the city or county does not have laws addressing a contribution limit on such candidates. (Sections 85301 - 85303.) Contributions from affiliated entities are aggregated for purposes of the limits. (Regulation 18215.1.) The chart below shows the current limits per contributor for state offices and city and county candidates when the city or county does not have laws addressing a contribution limit on such candidates. The primary, general, special, and special run-off elections are considered separate elections. Contribution limits to candidates apply to each election. Contribution limits to officeholder and other committees apply on a calendar year basis. Contact your city or county about contribution limits for local offices, state campaign contribution limit will by default apply to city and county candidates when the city or county does not have laws addressing a contribution limit on such candidates.

Contribution Limits to State and Local* Candidates Per Election

Candidate or Officeholder	Contributor Sources		
	Person (individual, business entity, committee/PAC)	Small Contributor Committee (see definition on page 2)	Political Party
City and County Candidates subject to Section 85301 (d)	\$4,900	\$4,900	\$4,900
Senate and Assembly	\$4,900	\$9,700	No Limit
CalPERS/CalSTRS	\$4,900	\$9,700	No Limit
Lt. Governor, Secretary of State, Attorney General, Treasurer, Controller, Supt. of Public Instruction, Insurance Commissioner, and Board of Equalization	\$8,100	\$16,200	No Limit
Governor	\$32,400	\$32,400	No Limit

*State campaign contribution limit will by default apply to city and county candidates when the city or county does not have laws addressing a contribution limit on such candidates

Contributions to Other State Committees Per Calendar Year

Committee	Contributor Sources	
	Person (individual, business entity, committee/PAC)	
Committee (Not Political Party) that Contributes to State Candidates (PAC)	\$8,100	
Political Party Account for State Candidates	\$40,500	
Small Contributor Committee	\$200	
Committee Account NOT for State Candidates (Ballot Measure, PAC, Political Party)	No Limit*	

*State committees (including political parties and PACs) may receive contributions in excess of the limits identified above as long as the contributions are NOT used for state candidate contributions. (Regulation 18534.)

Contributions to State Officeholder Committees Per Calendar Year

Committee	Contributor Sources	
	Any Source (Person, Small Contributor Committee or Political Party)	Aggregate From All Sources
Senate and Assembly	\$4,000	\$67,300
CalPERS/CalSTRS	\$4,000	\$67,300
Lt. Governor, Secretary of State, Attorney General, Treasurer, Controller, Supt. of Public Instruction, Insurance Commissioner, and Board of Equalization	\$6,700	\$134,600
Governor	\$26,900	\$269,300

Fire Update



Fire Update: Wildfires

Proposed funding in Governor's budget:

- Add an additional 16 CAL FIRE and 14 California Conservation Core (CCC) hand crews over two years.
- Add 26 positions to meet requirements for defensible space inspections.
- One-time increase of \$5 million for fire research and fire behavior studies.
- One-time increase of \$256 million to increase wildfire resilience.

Wildfire impacts to wildlife

- Regional non-profit agencies take lead on monitoring impacts (i.e.: Santa Clara Valley Habitat Agency)

Fire Update: LAFCO RFP

The Countywide Fire Services review will identify opportunities for:

- Increased efficiency
- Improved effectiveness
- Streamlining purchasing
- Consolidation/disbursement of supplies
- Enhanced services
- Reduced costs
- Cost avoidance
- Standardization
- Improved training opportunities
- Eliminate duplication of services
- Improved customer service

Fire Update: Ambulance

- Finalizing billing processes
- Finalizing County EMS Registration
- Training our personnel in preparation

Standards of Coverage Study

1.j



- November 2018 Council approved participation in a 3-agency study with Morgan Hill, Gilroy and the South County Fire District
- Study included a 3-year historical assessment of incident type, risk of incident type on the community and current resource deployment
- This study would also include evaluations for future fire station locations, personnel staffing models, and delivery methods

Highlights of the Study

Daily Staffing Capacity:

The consultant recommends that both Cities construct and staff an additional fire station as soon as fiscally feasible

First Due Response:

MH stations do not meet the intended 7:30 best practice goal for urban fire service response. 1200 calls per year are simultaneous calls in the City

Mutual Aid Isolation:

The best long-term solution is to use the cooperative service delivery model due to the fact that all three agencies rely heavily on each other for fire/EMS response. Geographically all three agencies are isolated from "outside" aid from San Jose, Pajaro Valley, Hollister, and Watsonville

Where do we need to be?

3rd Fire Station

- Building and staffing the 3rd station is the only way to handle the longer than desired travel times in Morgan Hill

Incremental Steps Towards Proper Staffing

- Staffing the truck with 3 additional personnel daily at El Toro Station

or

- Staff a 2-person Rescue/Squad at El Toro Station



Police Update

Chief of Police

Shane Palsgrove

2020 Crime Stats

2020 Crime Stats Chart

Morgan Hill Police Department Activity				2017-2019	2020
	2017	2018	2019	3 Year Avg	2020
Reports	4,137	3,812	3,879	3,943	3,677
Arrests*	1,946	1,664	1,507	1,706	1,198
Traffic Citations	2,146	2,481	1,192	1,940	1,400
Total CFS	37,937	37,649	35,833	37,140	34,952
By Officer Initiated	13,089	12,379	10,292	11,920	10,782
By Radio	24,848	25,255	25,541	25,215	24,170
Collisions	267	258	234	253	169



2020 Staffing Levels



- Officers 26%
- Dispatchers 33%
- Records 16%

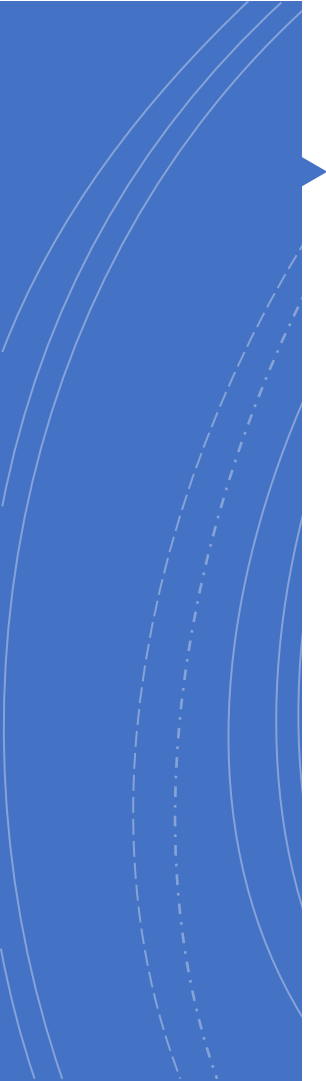
2021 Priorities

We are Hiring!

- www.joinmhpdpd.com

21st Century Policing

- Reimagining policing in our community



21st Century Policing

- **Pillar One: Building Trust and Legitimacy.**
- **Pillar Two: Policy and Oversight.**
- Pillar Three: Technology and Social Media.
- Pillar Four: Community Policing and Crime Reduction.
- Pillar Five: Officer Training and Education.
- Pillar Six: Officer Safety and Wellness.

21st Century Policing

Pillar One: Building Trust and Legitimacy

NEW

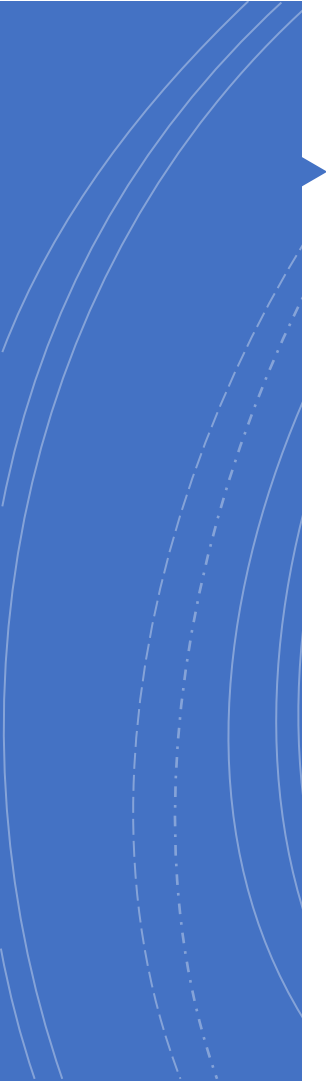
- Youth Restorative Justice Diversion Program
- Computer Forensic Task Force Officer
- Psychiatric Emergency Response Team (PERT) clinicians assigned to MH
- Santa Clara County Health Mental Mobile Crisis Response Team

21st Century Policing

Pillar Two: Policy and Oversight.

New

- Racial Identity Profiling Data Collection
- National Incident Based Reporting
- Fair/Equitable Release of Arrest Photos
- Use of Force Reporting on website
- Department Diversity chart on website
- Policy Manual on website



2021 Priorities

We are Hiring!

- www.joinmhpdpd.com

21st Century Policing

- Reimagining policing in our community

Development Projects Update



Communications and Engagement



Communications and Engagement Review

1 Overview of Responsibilities

3 City Communications Channels

2 Communications
Engagement
Public Relations
Marketing

4 City Staff and Elected Officials
Legal Issues and
Considerations

Overview of Communications and Engagement Responsibilities

- Resource/consultant to City departments in the development and implementation of communication plans
- City and EOC Public information Officer
- Primary administrator of the City's community engagement efforts

What's the Difference?

- **Communications**

Delivering a pre-determined information/message
(Informing)

- **Engagement**

No predetermined message.
Listening. Dialoging.

- **Public Relations**

Maintenance of a favorable public image

- **Marketing**

Activities undertaken to promote the buying or selling of a product or service.

City Communications Channels

- **Website**
 - Notify Me

- **Email Blasts**

- **Social Media**
 - Facebook
 - Twitter
 - Instagram
- **Nextdoor**

City Staff and Elected Officials Legal Issues and Considerations

Use of City
Communication
Resources

Use of
Campaign/Personal/
City accounts

Commenting/Liking
posts

Deleting comments

Blocking

On the Horizon



Upcoming Topics

- Broadband
- Industrial Ordinance
- County Solid Waste Opportunity
- Housing
- Development Fee Update

Council Follow-Up/Future Business



Goal-Setting Wrap up





ACCOMPLISHMENTS 2020

ADMINISTRATIVE SERVICES

Council Services and Records Management

- Implemented virtual City Council, Commission, and Town Hall Meetings.
- Conducted nomination process virtually.
- Completed phase 1 of Laserfiche upgrade.
- Implemented DocuSign for contract and other document routing.
- Supported the call center during the SCU lightning complex fire.
- Supported the Public Information Officer role during the SCU lightning complex fire.
- Restructured job duties to support the organization during COVID-19 Shelter-In-Place order.
- Supported the Communications and Engagement role during COVID-19 Shelter-In-Place order.
- Worked closely with the Community Development Team to create a more effective process for informing the community about development projects.

Finance/Budget/Utility Billing

- Completed biennial budget for fiscal years 2020-21 and 2021-22.
- Successfully refinanced 2013 Successor Agency Bonds resulting in additional current fiscal year property tax revenue for the General Fund of approximately \$0.6 million.
- Issued new wastewater revenue bonds with \$20 million proceeds for wastewater CIP.
- Implemented Lockbox Services for Utility Billing Payments.
- Added Ring Central phone service so UB customer service calls could be answered remotely.
- Continued to promote paperless billing and electronic payment enrollment. Over 67% of Citywide accounts are now enrolled online, of which, 66% are enrolled in paperless statements and 54% are now enrolled in autopay.
- Implemented virtual credit card processing and online receipting for permits for teammates working from home.
- Supported completion of Engage Morgan Hill.

Geographic Information Services (GIS)

- Created a web map for City teammates so that they can access MHMaps layers, including a new senior care facilities layer, remotely without City network access.
- Initiated a new City address database review.
- Collaborated with EOC to identify impacts of PG&E Public Safety Power Shut Off events to Morgan Hill community.
- Rolled out a new web map service called CityMaps for City teammates to replace the old MHMaps with an updated, enhanced web map that uses current GIS technology, and can be accessed remotely.
- Completed GIS integration with Sedaru and POSM utilities business systems.
- Worked with utilities and engineering teammates to improve utilities GIS data.
- Provided mapping support during the SCU Lightning Complex fire to assist in identifying evacuation zone areas in Morgan Hill and evacuating residents.
- Continued to provide mapping support to teammates.



ACCOMPLISHMENTS 2020

Human Resources

- Completed 12 recruitments for regular, benefitted positions since January 1, 2020 and onboarded 8 new teammates.
- Administered and managed the Families First Coronavirus Response Act (FFCRA) for our City teammates.
- Finalized, developed, and implemented COVID-19 Facility Use Policies and Procedures to follow when entering and working within City facilities to ensure employee safety through the shelter-in-place.
- Regularly updated COVID-19 policies to follow CDC and County guidelines, rules, and regulations.
- Provided COVID-19 training to all teammates covering policies and procedures using TargetSolutions.
- Continuing to work with Sedgwick to finalize Injury Illness Prevention Program (IIPP), which includes CALOSHA COVID-19 supplement.
- Partnered with Concern Employee Assistance Program (EAP) to provide workshops to teammates on personal and professional growth and health and wellness.
- Began training managers on NeoGov Perform platform for performance evaluations.
- Held a Virtual Service Awards Ceremony.
- Partnered with the Work on Wellness (WOW) Committee to hold Virtual Monthly Teammate Fun Events.
- Streamlined various processes to be completed remotely and electronically such as, Department of Motor vehicles entries, teammate onboarding process and various trainings.

CITY ATTORNEY

- Suspended enforcement of minimum parking requirements in shopping centers and commercial districts to allow the use of outdoor areas for retail merchandise and pick-up, and for expanded restaurant space.
- Suspended enforcement of limitations on hours of operation to allow commercial and industrial operations to continue with social distancing—this suspension does not apply to hours of operation for bars and restaurants that serve alcohol.
- Suspended enforcement of construction hours beginning at 6 a.m. to 8 p.m. Monday through Saturday for certain large construction projects, except in public rights-of-way. Home remodels in residential neighborhoods are not included.
- Created streamlined processes to modify design review approvals for projects impacted by COVID-19. This allows developers to value-engineer approved projects and to modify designs to allow social distancing. Fees for this streamlined process are waived.
- Drafted emergency order prohibiting rent increases.
- Providing guidance to City departments and local businesses on Shelter-In-Place Orders.

CITY MANAGER

- Served as the City of Morgan Hill's Director of Emergency Services throughout COVID-19 and SCU Lightning Complex Fire.
- Participated in regular meetings with County of Santa Clara, MHUSD, Santa Clara Valley Transportation Agency (VTA), Chamber of Commerce, Emergency Operational Area Council, Gilroy, and South County Regional Wastewater Authority (SCRWA).
- Continued to represent Morgan Hill's interests as they relate to High-Speed Rail.
- Researched and presented potential revenue measures for City Council consideration for November 2020 ballot.
- Conducted COVID-19 video conference calls with Leadership Team.



ACCOMPLISHMENTS 2020

City Manager (continued)

- Applied the sustainable budget strategies to develop, recommend, and adopt the FY 2021 and 2022 biennial budget and six-year Capital Improvement Program.
- Hosted Zoom Town Hall meetings with the Community, collaborating with the County, and the City of Gilroy.
- Participated in League of California Cities Conferences and Academies.
- Participated in regular meetings with City Managers in the County to discuss local responses and participated in calls hosted by the County.
- Advocated for funding at all levels.
- Worked with County on plans for DePaul Health Center.
- Accepted County Supervisor's recognition for courage, innovation, and outstanding community service during pandemic on behalf of the City of Morgan Hill Teammates.

Communications and Engagement

- Continued to lead, coordinate, and bring to conclusion the extensive community outreach, engagement, and education process, Engage Morgan Hill, guiding the Community Advisory Group (CAG) through the biennial budget process resulting in the CAG providing input and recommendations to the 2020-21 and 2021-22 biennial budget and the City Council decision to not move forward with a revenue measure in November 2020.
- Provided communication support to the 2020 Census process, including participation on the Cities and Neighbors subcommittee of the Santa Clara County Complete Count Committee.
- Worked closely with the Development Services team to implement more effective ways to keep the community informed and updated on development projects in Morgan Hill.
- Smoothly transitioned the City Clerk role from elected to appointed ensuring a highly qualified individual assumed the City Clerk responsibilities with the end of the elected City Clerk's term in December 2020.
- Developed capacity and support for the communications function in the Deputy City Clerk/Council Services Records Manager position (now City Clerk position) and the Council Services/Records Management MSA position.

COVID-19

- Created City of Morgan Hill COVID-19 webpages, curated content, and regularly updated the webpages and website newsflashes.
- Established and managed a virtual call center that allowed for offsite staffing, providing a resource for the community to easily connect with the City during Shelter-In-Place by phone or text.
- Developed and sent hundreds of COVID-19 e-mail updates to over 18,000 community members with significantly high open rates, frequently over 50%.
- Monitored and responded to COVID-19 related emails, social media posts, and other inquiries.
- Ensured accurate and complete understanding of new orders and changes to orders to effectively communicate with our residents.
- Provided and shared COVID-19 information translated to Spanish whenever possible.
- Participated in weekly and biweekly regional calls for Public Information Officers to share COVID-19 information, ideas, best practices, and to ensure consistent messaging.



ACCOMPLISHMENTS 2020

Communications and Engagement (continued)

COVID-19 (continued)

- Prepared and broadcast videos created by the City Council and Leadership Team.
- Implemented and coordinated virtual Town Hall meetings to provide an opportunity for community engagement without in person meetings.
- Partnering with the City of Gilroy, Community Groups, and the County to more effectively reach the Spanish speaking community through targeted bilingual virtual community meetings and bilingual press conferences.

SCU Lightning Complex Fire

- Served in the Emergency Operations Center as the City of Morgan Hill Public Information Officer.
- Established a virtual call center providing a centralized resource center which offloaded over 1,800 calls from the Police Department dispatch center and could be accessed by staff at the EOC or at remote locations.
- Implemented and regularly updated a City website homepage newsflash to provide the community the most current fire updates from the CALFIRE Incident Command Center.
- Provided limited information on our government access channel, Channel 17, referring viewers to the City website with a direct URL.
- During the event over 25 direct emails were sent, in English with a link to the Spanish translation, to over 18,000 Morgan Hill residents and businesses with an average open rate of 44% (industry standard is 20%).
- All updates were posted to the City's Engage Facebook page and the Police Department Facebook page. The reach for posts experienced an all-time high of just over 72,000 on the day of the actual evacuation. Reach for posts averaged between 20,000 – 30,000 during the event.
- All updates were posted to Nextdoor and were viewed on average by approximately 1,500 – 3,000 households with a high of 7,700 views.
- Held two virtual town halls with over 1,100 community members participating in each, to update the community and answer any questions in a live environment.
- Conducted a follow-up survey on the City's communication efforts during the event. The survey had 1,135 respondents with over 57% not being in the evacuation warning area. Just under 80% of respondents indicated that communication during the fire was good to outstanding and the average rating for content, frequency, quality, timeliness, and methods of communication was 4.4 out of 5. Many comments were shared in the survey, with a majority of them being complimentary and expressing appreciation.

Protests

- Provided support as the Public Information Officer in the mobile incident command center for significant protests within the City of Morgan Hill.



ACCOMPLISHMENTS 2020

COMMUNITY SERVICES

Recreation

- Transitioned all CRC/AC Membership Operations online to support COVID-19 efforts and improved efficiency.
- Launched a Virtual Membership within two days of closing the CRC to provide a virtual community and class offerings from home. Virtual Membership was open to the entire community from March through the middle of August. The Virtual Membership offered live streamed classes, on-demand classes, in-home wellness sessions, Work out of the Day, Recipes, Running Group, and fun challenges and tips to stay healthy during Shelter-in-Place for both individuals and families.
- Had over 700 Virtual Facebook users engaging in our new CRC Virtual Membership.
- Opened the Aquatics Center in June, leading the charge as one of the first pools to open in the Region.
- Constructed an outdoor fitness center for use during COVID-19 restrictions at the CRC.
- Created new COVID-19 standard operational procedures for recreation facilities and brought several part-time teammates back from furlough, training over 100 teammates on new protocols.
- Averaged 6,000 visits per month between the CRC and AC through COVID-19.
- Retained over 50% of the CRC/AC memberships.
- Partnered to host the 2020 CrossFit Games at the OSC and AC.
- Continued to offer Senior Lunch program in partnership with the YMCA of Silicon Valley with no interruption throughout COVID-19 by providing drive-through pickup of lunches. In total, Senior Nutrition Program boxed to-go lunches and served more than 22,467 meals, in addition delivered over 2,300 meals to Seniors that could not pick up themselves.
- Rebranded the Get'n Around Town senior transportation to the RYDE program and received funding to help subsidize the operations.
- Offered the very first Virtual Youth Leadership Morgan Hill with 13 Teens and launched the first virtual YAC with 18 members learning leaderships skills and continuing to provide Developmental Asset Presentations virtually at City Council Meetings monthly. In addition, YAC received a grant from Breathe California and Public Health to help fund the YAC anti-vaping program.
- Ran three successful summer camps, multiple youth contract classes, and swim lessons following Santa Clara County COVID-19 guidelines.
- Successfully rescheduled many CCC rentals to 2021 (facility almost all booked on weekends for 2021).
- Prepared for the transition to online picnic reservation to be implemented following COVID-19.
- Provided support for SCU Lightning Complex fire event, by providing primary staffing and management of the community call center.

Environmental Services

- Made significant improvements to the Storm Water Program and supported transition to the Division's oversight of post-construction and active construction inspections.
- Continued partnership with Gilroy supporting both Solid Waste and Storm Water Pollution Programs for both communities.

Maintenance

- Supported COVID-19 response throughout the City, including:
 - Coordinated the decontamination and cleaning of City facilities
 - Retrofitting facilities and relocating equipment to allow continued operations at facilities



ACCOMPLISHMENTS 2020

Maintenance (continued)

- Supported parklet program through deployment of traffic water barriers
- Opened and closed park facilities as required by State and County COVID-19 requirements
- Essential workers maintained safe roadways, parks, and public facilities to provide critical services 24/7 during the COVID-19 Shelter-In-Place orders.
- Successfully moved from contract to internal maintenance for the Group 5 Landscape Assessment District Sub Area, saving the City and residents significant dollars.
- Worked with residents to successfully vote to increase the assessment for the Mill Creek Sub Area, improving service.
- Supported weed and brush abatement on City owned properties, limiting fire risk.
- Provided support for SCU Lightning Complex fire event.

DEVELOPMENT SERVICES

Building

- All Inspectors continue to hold Certified Combination Inspectors status in both Residential and Commercial category. Issued 1,459 permits.
- Performed 7,778 inspections.
- Issued 55 new residential permits.
- Fully transitioned all permits, plan checks and counter assistance to a virtual environment.

Code Compliance

- Opened 424 code compliance cases in 2020.
- Closed 326 cases.

Economic Development

- Implemented an Economic Development Business Recovery Plan to support recovery of the restaurant industry, retailers, and small businesses, to encourage tourism, and support new investment.
- Launched a Morgan Hill al Fresco program to encourage restaurants to expand outdoor dining onto public sidewalks and parking areas through an expedited process at no charge.
- Provided information to businesses and employees affected by COVID-19 through dedicated web page.
- Hosted Zoom meetings with business owners and key City officials to share COVID-19 information, answer questions, and assist them with successful operation.
- Deployed a Business Impact Survey that was emailed and mailed to all businesses.
- Hosted six virtual panel sessions on business resiliency with sector experts helping support various sectors of the Morgan Hill business community during COVID-19.
- Relaxed on-street parking regulations and supplied signage to support curbside pick-up activity.
- Offered Place Branding grant opportunities for streetscape activation projects through art, landscaping, and beautification projects.
- Created a Guide to Recovery, "[Morgan Hill Ready](#)" with information about reopening from the State, County, and Industry-specific recommendations and requirements.
- The City partnered with the Morgan Hill Chamber of Commerce to launch a "Buy Local Morgan Hill" campaign offering the business community a platform for increasing product awareness and educate



ACCOMPLISHMENTS 2020

Economic Development (continued)

residents of the importance of shopping local and to encourage more business-to-business transactions through product matchmaking.

- Coordinated “Sidewalk Saturdays”, an outdoor popup retail event for retailers that do not have a storefront to join an outdoor retail market opportunity in Downtown.
- Developed tents and heaters guidelines for restaurants in cooperation with the Fire Department.
- Supported and coordinated reserved parking signage for curbside pick-up at Downtown restaurants.
- Launched Development Project web portal providing real time information to the Community.
- Hosted an ADA workshop in partnership with the Chamber of Commerce conveying best practices and important information to be compliant with the law and reduce litigation.
- Developed a comprehensive briefing book in support of a Commercial and Industrial Technical Assistance Panel by ULI to identify practical solutions for industrial preservation and retail concentration.
- Development new program guidelines for Impact Fee Freeze program, supporting new industrial and commercial development.
- Negotiated a 20-year broadband agreement with Wave Broadband for the intra-connectivity between City facilities.
- Partnered with Strategic Economics to update an analysis on the remaining industrial and commercial vacant land capacity within Morgan Hill.
- Coordinated a fiscal impact analysis of the proposed Morgan Hill Technology Park.
- Assisted a variety of businesses with entitlement process resulting in new and expanded businesses: Serrano Electric, T&H Manufacturing, Lillian Commons, Paige Day Photography, Applied Motion Products, Silicon Valley Glass, Level 10, Cardinale Dodge, and Airstream.

Housing/Homelessness

- Procurement of \$34,000 Census grant to outreach to the hard to count populations. Due to COVID-19, only \$17,000 of the grant was received and used for those efforts. Our Census response rate was 81.9%.
- Under CDBG: Cross Department effort between Housing and Engineering: procured a Capital Improvement Grant in the amount of \$350,120 for the improvement of Britton Middle School sidewalks.
- UHC Monterey Crossings 100% Affordable project lease of 24 units bringing the project to 100% capacity for a total of 37 units.
- 264 unhoused Morgan Hill individuals were interviewed and assessed to determine health, housing, and social risk factors.
- 139 homeless housed successfully.
- Ongoing deployment of County/Abode nonprofit Homeless Outreach Workers who conduct interviews and assessments to determine the medical and social risk factors of the homeless.
- Ongoing coordination of the County Rapid Rehousing Program, a Homeless Prevention (financial rental assistance) Program for families.
- Ongoing operation of Safe Park Program (30 people each evening) living in their cars where they are receiving coordinated assessment, services, meals, and support with the goal of providing some stability while they wait for permanent housing.
- Establishment of an Inclement Cold Weather Shelter with Community Christian for single men.
- Ongoing identification of affordable housing opportunities to create very low-income and extremely low-income units. There are 6 affordable projects in the pipeline.



ACCOMPLISHMENTS 2020

Housing/Homelessness (continued)

- Partnered with Rebuilding Together to help 15 households (seniors and low-income residents) with home repairs.
- Participated in the Santa Clara County Regional Assessment of Fair Housing Draft Goals and Strategies to promote residential racial and ethnic integration and reduce displacement by increasing the supply of affordable housing.
- The BMR portfolio has 558 owner-occupied units, contracted for the sale of 22 homes, performed 22 Escrow/Closings, and held new homebuyer education workshops for 1,251 registrants.
- Became a Member of the California Community Housing Agency; supporting the CCHA Issuance of Tax-Exempt Bonds for the production, preservation, and protection of Middle-Income Rental Housing.
- Participated in the Santa Clara County/Destination:Home workgroup to develop the Goals and Strategies of the 2020 Community Plan to End Homelessness.
- Ongoing Participation in the County of Santa Clara Community Development Block Grant Program (CDBG) and the Home Investment Partnership program (HOME). The following services were provided:
 - FY 2020 (July 1, 2019 – June 30, 2020)
 - Next Door Solutions to Domestic Violence provided 16 families from Morgan Hill, and 171 families from the unincorporated area with emergency shelter and support services.
 - Project Sentinel provided fair housing services designed to reduce or eliminate the incidence of illegal housing discrimination to 126 low-income individuals.
 - Community Solutions, La Isla Pacifica Shelter, provided emergency shelter to individuals escaping violence. Community Solutions provided housing, legal, and peer counseling services to 17 very low-income women and their children in Morgan Hill and the unincorporated area.
 - Senior Adults Legal Assistance (SALA) provided free legal assistance to 57 seniors in Morgan Hill to improve and/or stabilize elders' lives.
 - Through 17 Professional Service Agreements with community-based organizations, 4,300 low income individuals from the Urban County were assisted with shelter, housing, legal services, counseling, and other supportive services.

Planning

- Amended Title 18 (Zoning), Division III (Residential Development Control System (RDCS)), of the Morgan Hill Municipal Code, by adding a Section 18.156.180 (Enforcement) to establish procedures for the limited enforcement or non-enforcement of the Residential Development Control System (RDCS) while the Housing Crisis Act of 2019 (SB 330) is in effect.
- Fully implemented a new permit process for SB330 including utilizing objective criteria established at the end of 2019.
- Secured SB2 grant in the amount of \$160,000 and held a Workshop for a Form-Based Code along Monterey Road Corridor.
- Held Workshops and Presentations with the Planning Commission regarding the City's implementation of SB 743 and the transition from Level-of-Service (LOS) to Vehicle-Miles-Traveled (VMT) metric for transportation analysis under the California Environmental Quality Act (CEQA) for development projects.
- Amended the Zoning Ordinance (Title 18) of the Municipal Code implementing miscellaneous code amendments due to clerical errors and inconsistencies, establish design and screening requirements of fences and walls and establishing procedures for amending the General Plan.
- Assisted in mapping and review of City boundaries for CENSUS 2020.



ACCOMPLISHMENTS 2020

Planning (continued)

- Submitted Local Early Action Planning (LEAP) grant for \$150,000 to assist in funding the preparation and adoption of the Housing Element Update of the General Plan to facilitate compliance with the sixth cycle RHNA.
- Participated in RHNA Methodology process and closely tracked process that will determine the City's sixth cycle RHNA.
- Fully transitioned all planning functions to a virtual environment.
- Continued to create and improve resources for public information regarding development activity in the City.
- Received ABAG approval for an expansion of the Downtown Priority Development Area to include an extension along Monterey Road to the north and south and the creation of a Priority Production Area to protect the City's industrial areas from housing conversion pressure.

ENGINEERING and UTILITIES

Engineering

- Successfully received grant funding for the Hale Avenue Extension Project and subsequently awarded the project for construction.
- Completed the 2020 Pavement Program with minimal complaints from residents.
- Neared completion of the Main Avenue Bike Lane improvements.
- Constructed Phase 1 of the Madrone Channel Trail Project.
- Completed construction of new Main Avenue Well, bringing the new well online for the City's Water System
- Completed the Library Expansion Project and began construction on the Magical Bridge Inclusive Playground Project and Centennial Recreation Center Expansion Project.
- Streamlined the encroachment permit process to support outdoor dining for restaurants during the COVID-19 crisis.
- Completed the annual documentation to recertify City activities credited under the Federal Emergency Management Agency's Community Rating System (CRS) Program which ensures City's floodplain residents and businesses continue to get a 15% discount on their flood insurance premiums.
- Developed design standards for broadband installations in the public right-of-way.
- Assisted in additional updates to the engineering design and development standard portion of the "Residential Development Design and Development Standards" document used for SB 330 Planning applications.
- Managed City contractor inspector's oversight inspections of 31 currently active, priority construction sites (27 private development projects and 4 CIP projects) which began prior to this year's rainy season, September 2020.
- Participated in the regular meetings of the Santa Clara County Community Rating System (CRS) Users Group, and the South County Stormwater Coordination Committee.
- Processed 4 Tract Map approvals, 2 Parcel Map and Improvement Plan approvals, 4 Individual Improvement Plan approvals, 2 Lot Line Adjustments and acceptances for 3 completed/accepted Tract improvements. There was a 50% increase in map and improvement plan reviews over 2019.
- Reviewed 7 Preliminary SB 330 residential applications. 15 Architectural & Site Review applications, 4 Use Permit applications, 3 General Plan Amendments, 6 Tentative Maps, and 2 Zoning Amendments. Although



ACCOMPLISHMENTS 2020

Engineering (continued)

there was a 41% decrease in overall completed Planning reviews over 2019, the 7 SB 330 residential application reviews are new this year.

Utilities

- Completed the 2020 water loss audit report.
- Exercised 435 valves in the water distribution system and tested 356 large water meters (greater than 1½ inches) to ensure accuracy for the largest water customers.
- Marked 95% of underground utility location tickets accurately and within 48 hours.
- Improved the Cross-Connection Control Program to ensure compliance with State requirements. The work included upgrading business systems to better track backflow devices, required testing, and increased inspections as needed.
- Cleaned and inspected Edmundson and Nob Hill Water Reservoirs.
- Hydro cleaned 562,366 feet of the wastewater collection system using frequencies and priorities established by the asset management program.
- Inspected 199,405 feet of the wastewater collection system using internal staff and the City's CCTV system.
- Integrated SEDARU asset management platform with the City's GIS for improved efficiency in preventative maintenance operations.
- Completed the Diana #2 Well and Main #2 Well rehabilitation projects.
- Completed the deployment of the Incode Mobile Service Order System for water meter work more efficiently connecting field staff with the utility billing system.
- Trained staff and put new Hydro-excavator into service helping crews perform water repair excavations more safely.
- Upgraded CCTV software (POSM) from MS Access to a SQL database and integrated with the City's GIS
- Completed annual Consumer Confidence Report.
- Completed assessment project on the City's existing trunkline that extends to the treatment plant in Gilroy.
- Essential workers provided a fully operational water and wastewater system to provide critical services 24/7 during the COVID-19 Shelter-In-Place orders with 30% of Department's positions vacant.
- Continued to further improve Emergency Response Plans for Public Safety Power Shut Off events.
- Provided support for the SCU Lightning Complex fire event.
- Responded to CAISO statewide Flex Alert to reduce power demands from 3 PM to 10 PM. We were able to shift our energy demand by 1.5 MW during these hours. As a general rule of thumb, each MW of power can supply around 650 average homes.

FIRE

- Continued to operate comprehensive Annual Fire Inspection and Hazardous Vegetation Abatement Programs during COVID-19 Pandemic.
- Assisted local businesses with outdoor operating requirements during the COVID-19 Pandemic.
- Secured contract and completed back-end work for the new Fire Inspection Software Program (Streamline) that was implemented on January 1, 2021.
- Prepared to assist the community with the implementation of new State laws, including SB38, which requires inspection and reporting related to wildfire risk and associated code compliance at sale on any real property in in a high or very high fire hazard severity zone.



ACCOMPLISHMENTS 2020

Fire (continued)

- Hosted a meeting of the Northern California Fire Prevention Officers in Morgan Hill.
- Hosted a Fire Alarm Plan Review class in Morgan Hill.
- Participated in a Stanford Wildfire Workshop.
- Continued coordination between PG&E and City to reduce wildfire risks and ensure local preparedness for a blackout event.
- Assisted with Morgan Hill CERT training.
- Managed the third largest wildfire in California's recorded history:
 - Coordinated evacuation warnings and orders with Morgan Hill Police Department.
 - Engaged in extensive community outreach during and after the fire.
- Entered into agreement for billing services with R1 for the ambulance.
- Received an EMS trust fund grant that provided Stop The Bleed Kits for the Police and Fire Departments.
- Purchased all medications and equipment for the ambulance.
- Firefighters started to receive the COVID-19 vaccine.

POLICE

- Police, in partnership, with other City Teammates evacuated approximately 500 residences during the SCU Lightning Complex that covered five counties and burned a total of 396,624 acres.
- Monitored and ensured the community's safety during 25-30 civil unrest events.
- Creation of 21st Century Policing Guide and posting on Police Department's webpage.
- Police participated in the education of our community during the Pandemic and Public Health Quarantine Orders.
- Police Officers and Dispatchers worked the majority of 2020 with significant staffing shortages.
- Investigated significant cases including a homicide; seizure of 21 illegally altered firearms from documented gang members trafficking the firearms from Arizona; a fatal hit and run; and a \$160,000 burglary of one-of-a-kind Specialized prototypes.

Information Technology

- Finalized the Broadband RFP for connectivity between City facilities with our teammates in Economic Development.
- Upgraded the City enterprise storage and virtualization environments restoring manufacturers support.
- Upgraded the City core network and connectivity between data centers by 4x.
- Increased internet connectivity by 5x to support additional teammates working remotely simultaneously.
- Deployed a new scalable Virtual Private Network (VPN) solution for teammates to access City resources securely.
- Transitioned network users from the old VPN to the new VPN: installed the new VPN on almost all City issued laptops.
- Major upgrades to Laserfiche and POSM leveraging the enterprise database environment.
- Completed the fiber work between CRC and Corp Yard.
- Streamlined Eden Web timecard entry for remote users.
- Deployed outdoor Wi-Fi to support the transition of CRC classes to a virtual format.
- Upgrading Microsoft licensing to modernize both the desktop and server environments.
- Implemented new remote support tool to assist employees who are working remotely.

City of Morgan Hill Strategic Priorities 2020-2021

New item

		Strategic Priorities 2020-2021						COVID Workplan Item
#	FY 2020-21 and FY 2021-22 Activity Goals	Fiscal Sustainability	Affordable Housing & Homelessness	Community Engagement & Messaging	Economic Development	Transportation	COVID	Status
City Manager								
1	Closely monitor the economic recovery and financial impacts associated with the ongoing COVID-19 pandemic and update the City Council and the Community monthly	X		X	X		X	Ongoing
2	Ensure Departments maintain focus on cost containment and continue to actively pursue State and Federal funding	X					X	Ongoing
3	Advocate with regional partners for the clearly identified traffic and transportation issues, including the High-Speed Rail, Hale Avenue extension, expansion of Highway 101, and funding for priority projects in South Santa Clara County	X				X		Ongoing
4	Represent the City's interests by regularly meeting with County of Santa Clara, MHUSD, Santa Clara Valley Transportation Agency (VTA), Chamber of Commerce, Emergency Operational Area Council, Gilroy, and South County Regional Wastewater Authority (SCRWA), and League of CA Cities	X	X		X	X		Ongoing
5	Work with the City departments to implement a work plan for equity and host a Council workshop to determine scope and timeline	X	X	X	X	X	X	In Process
Communications and Engagement								
6	Continue to monitor and communicate Federal, State, County and local guidelines regarding COVID-19 health emergency			X			X	Ongoing
7	Continue outreach and bilingual communication as possible with limited resources		X	X				Ongoing
City Attorney								
8	Monitor and provide guidance in implementing State and County orders as they relate to COVID-19						X	Ongoing
9	Monitor and update City's COVID-19 emergency orders						X	Ongoing
10	Serve on Board of Directors for PLAN JPA	X						Ongoing
11	Communicate with Council and the community regarding changes to the Housing Accountability Act and advocate for measures to mitigate potential impacts		X	X				Ongoing
Human Resources								

Attachment: Supplement 3 - 2021-2022 Strategic Workplan Update (2981 : City Council Goal Setting Workshop 2021)

City of Morgan Hill Strategic Priorities 2020-2021

New item

		Strategic Priorities 2020-2021						COVID Workplan Item
#	FY 2020-21 and FY 2021-22 Activity Goals	Fiscal Sustainability	Affordable Housing & Homelessness	Community Engagement & Messaging	Economic Development	Transportation	COVID	Status
12	Negotiate fiscally responsible labor agreements with the City's three bargaining groups, for contracts expiring in December 2021, while continuing to provide salaries and benefits that attract and retain a qualified workforce	X						Commencing Soon
Council Services and Records Management								
13	Implement Electronic Document Management and Workflow system	X		X			X	In Process
14	Implement DocuSign Electronic Signatures	X					X	Complete
15	Implement new Agenda Management system	X		X				In Process
16	Conduct a Regular Municipal Election on November 3, 2020 for four elected positions (Mayor, Treasurer, and Two City Council seats) in conjunction with the Santa Clara County Registrar of Voters Office			X				Complete
Finance/Budget/Utility Billing								
17	Seek federal and state grant funding available through FEMA, CARES and others for the City resources expended in response to COVID-19	X					X	Ongoing
18	Evaluate existing fee schedules to ensure reasonable costs of providing services are appropriately assessed	X			X			In Process
19	Explore new or expand existing tax revenue sources to address City's unfunded needs and economic impacts due to COVID-19	X			X		X	Ongoing
20	Review and adjust water utility rates to ensure water system's long-term sustainability	X						Commencing Soon
21	Continue to promote paperless billing and electronic payment enrollment, and the City's WaterSmart feature	X		X				Ongoing
Community Services								
22	Plan and implement re-opening of the recreation facilities following the lifting of shelter in place orders related to COVID-19	X					X	Ongoing
23	Evaluate opportunities for renewal and enhancement of the CRC's collaborative operating model with the YMCA of Silicon Valley	X						Ongoing
24	Identify and find new tenant for the former Gavilan College Building at the Community and Cultural Center.	X			X			In Process

Attachment: Supplement 3 - 2021-2022 Strategic Workplan Update (2981 : City Council Goal Setting Workshop 2021)

City of Morgan Hill Strategic Priorities 2020-2021

New item

		Strategic Priorities 2020-2021						COVID Workplan Item
#	FY 2020-21 and FY 2021-22 Activity Goals	Fiscal Sustainability	Affordable Housing & Homelessness	Community Engagement & Messaging	Economic Development	Transportation	COVID	Status
25	Support ongoing coordination with MHOSC, the operator of the Outdoor Sports Center, and the team at the Aquatics Center to host regional sports events, while minimizing impact to the community	X			X			Ongoing
26	Continue to support the Friends of the Senior Center in growing the Senior Support Endowment Fund to ensure sustainability of Senior Center operations	X						Ongoing
27	Establish new solid waste management franchise agreement for Gilroy and Morgan Hill	X						In Process
28	Continue to monitor and adjust irrigation within City owned rights-of-way and median islands	X						Ongoing
29	Work with Santa Clara County and City of Gilroy on implementing all regulatory requirements as required by the State and Regional Board	X						In Process
30	Shift agriculture preservation strategy to deal with loss of contributions to the Agriculture Preservation and Open Space Fund, by focusing on regional partnerships and potential grant opportunities	X						Complete
31	Explore alternative models to open space weed abatement and fire protection	X						In Process
Fire								
32	Explore efficiencies in Fire Marshal program, and streamline annual business fire inspections and related billing	X						Complete
33	Seek out and apply for any COVID-19 related grant funding opportunities	X					X	Ongoing
Police & Information Technology								
34	Strengthen partnership with County mental health program and other faith-based organizations		X					Ongoing
35	Coordinate local response to COVID-19 emergency						X	Ongoing
36	Upgrade Council Chamber audio/video to include social media streaming			X				On Hold
37	Implement processes that enhance productivity and increase efficiencies such as helpdesk system, disaster recovery plan, remote assistance tools, and mobile device management system	X						Ongoing
Development Services								

Attachment: Supplement 3 - 2021-2022 Strategic Workplan Update (2981 : City Council Goal Setting Workshop 2021)

City of Morgan Hill Strategic Priorities 2020-2021

New item

		Strategic Priorities 2020-2021						COVID Workplan Item
#	FY 2020-21 and FY 2021-22 Activity Goals	Fiscal Sustainability Affordable Housing & Homelessness Community Engagement & Messaging Economic Development Transportation COVID						Status
38	Implement COVID-19 Economic Recovery Plan to include: Morgan Hill Ready Handbook, Morgan Hill Dine al Fresco, Morgan Hill Open for Business, Parklet Pilot Program, Buy Local Campaign, EDA CARES Act Grant, and other business retention activities	X		X	X		X	Ongoing
39	Establish a renewed PBID	X			X			Commencing Soon
40	Streamline encroachment permit and review process				X		X	Complete
41	Continue exercising discretion to ease enforcement of certain City regulations in order to encourage economic activity and to speed up recovery from the shelter in place orders				X		X	Ongoing
42	Create retail concentration strategy	X			X			In Process
43	Create industrial preservation policy	X			X			In Process
44	Telecommunications negotiations	X			X			Complete
45	Conduct community workshop series on Broadband services in Morgan Hill			X	X			Commencing Soon
46	Support Expansion of Healthcare Facilities				X			Ongoing
47	Advance work to streamline the housing application process due to SB330, AB1763 and other new housing laws		X					Complete
48	Update Housing Element for 2023-2031 and respond to RHNA Goals		X	X				Commencing Soon
49	Update Circulation, Infrastructure and Safety Element			X		X		Commencing Soon
50	Prepare Environmental Justice Element			X				Commencing Soon
51	Prepare LOS-VMT Model and policy guide					X		Commencing Soon
52	Continue to pursue HCD Grant Funding	X	X					Ongoing
53	Pursue methods to reduce plan check time and increase functionality, especially due to COVID-19 challenges				X		X	Ongoing
54	Continue various housing and homelessness initiatives: Safe Park Program, Inclement Weather Shelter Program		X					Ongoing
55	Respond to Governor's 2020 Homelessness Initiatives and advocate for direct local dollars		X					Ongoing
56	Continue to monitor and preserve the City's Below Market Rate portfolio in partnership with HouseKeys		X					Ongoing

Attachment: Supplement 3 - 2021-2022 Strategic Workplan Update (2981 : City Council Goal Setting Workshop 2021)

City of Morgan Hill Strategic Priorities 2020-2021

New item

		Strategic Priorities 2020-2021						COVID Workplan Item
#	FY 2020-21 and FY 2021-22 Activity Goals	Fiscal Sustainability	Affordable Housing & Homelessness	Community Engagement & Messaging	Economic Development	Transportation	COVID	Status
57	Collaborate with County, Destination Home and Gilroy to seek dedicated South County case workers		X					Ongoing
Engineering and Utilities								
58	Continue participation in VTA activities to facilitate compliance with CMP				X			Ongoing
59	Collaborate with City of Gilroy to develop formal South County Transportation Corridor Agenda				X			Ongoing
60	Coordinate on Water and Wastewater Master Plans and the Transportation Element of General Plan	X			X			Commencing Soon
61	Support Elected Officials on advocacy with VTA, Caltrain, 101 expansion and electrification of commuter rail in South County				X			Ongoing
62	Coordinate and streamline the integration of engineering services for the City with the Capital Improvement and Land Development Engineering Divisions to support overall cost savings.	X						Ongoing
63	Update Street and Sidewalk Development code	X						Commencing Soon
64	Issuance of wastewater bonds to fund the existing and expanded wastewater infrastructure repairs and enhancements	X						Complete
65	Implement the approved Capital Improvement Program	X			X			In Process

City Council Follow-up/Future Business Items

<u>January 20, 2021</u>		
<u>Future Business Items</u>		<u>Teammate</u>
Martinez Beltran asked that Climate Action Efforts be included in the Goal Setting Workshop		Eulo Goal Setting
Martinez Beltran asked that a statement come before the Council talking about the January 6, 2021 assault on our Capitol and the commitment of equity, diversity, and open democratic process and practices		Turner 2/3/21
Borgioli requested a discussion and action plan around bicycle speeds on walking paths		Palsgrove/Ghione
Borgioli requested a discussion on the zoning code		Carman 2/3/21
<u>December 16, 2020</u>		
<u>Future Business Items</u>		<u>Teammate</u>
Spring requested a conversation on Downtown parking (paused until end of COVID)		Ramirez
<u>December 2, 2020</u>		
<u>Future Business Items</u>		<u>Teammate</u>
Spring – Asked for community discussion on internet and broadband		Eulo workshops 2/24, 3/24, 4/28
Carr – Report back annually on the acceptance of public improvements by the City Engineer		Ghione January 2022
<u>November 18, 2020</u>		
<u>Follow up items</u>		<u>Teammate</u>
3. Campaign Contribution Limits	Martinez Beltran - bring back discussion regarding campaign contribution and personal loan limits	Bigelow Goal Setting
<u>Future Business Items</u>		<u>Teammate</u>
Martinez Beltran would like a discussion regarding equity.		Turner
Martinez Beltran would like a discussion regarding RFP criteria specific to women owned and minority owned businesses		Eulo Memo
<u>November 4, 2020</u>		
<u>Follow up items</u>		<u>Teammate</u>
8. Fire Follow-up	Spring - requested information regarding the SCU Lightning Complex Fire impacts to wildlife	Hess Goal Setting
<u>October 28, 2020</u>		
<u>Follow up items</u>		<u>Teammate</u>
1. Industrial Ordinance	Bring back a workshop to have in-depth discussion about industrial land uses, dock doors, etc.	Carman 2/3/21
<u>October 21, 2020</u>		
<u>Follow up items</u>		<u>Teammate</u>
11. Tree Maintenance Award	McKay/Carr - Review opportunity to include local preference and other criteria in RFP scoring (will be combined with RFP item above)	Eulo Memo
16. non profit inclusivity	Spring - annual report on what organizations are doing to be inclusive	Ghione - annual non-profit reports September 2021
<u>June 17, 2020</u>		
<u>Follow up items</u>		<u>Teammate</u>
8. Fee Freeze Agreement	Annual review of Fee Freeze Program Guidelines	Lang Fall 2021
<u>March 4, 2020</u>		
<u>Future Business Items</u>		<u>Teammate</u>
Martinez Beltran asked that staff look into recycled water (will address with Urban Water Management Update)		Ghione/Eulo Summer 2021
Provide quarterly update on housing applications		Carman Spring 2021
McKay asked for a Council Policy and/or discussion regarding announcements		Bigelow Goal Setting

<u>October 23, 2019</u>		
<u>Future Business Items</u>		<u>Teammate</u>
Spring asked for a conversation about how our City will look in the future as a "Smart City"		Lang Summer 2021
Council Member Martinez Beltran asked staff to look into Mobile Cancer Screenings (paused until COVID ends)		Larkin Memo
<u>October 2, 2019</u>		
<u>Follow up items</u>		<u>Teammate</u>
5. Depot-Latala	Follow up on CCC Parking Enforcement (will coordinate with Lumber Yard Development Project)	Ghione Memo
<u>September 18, 2019</u>		
<u>Follow up items</u>		<u>Teammate</u>
10. Use of Herbicides	Report back to Council and incorporate options into the budget	Dapp/Ghione Fall 2021
11. Citywide Traffic	Traffic workshop/Vision Zero	Ghione Spring 2021
12. GIS Strategic Plan	Spring asked that staff report back to Council in a year to see if we have accomplished what we hoped	Van der Leeden Spring 2021
<u>March 6, 2019</u>		
<u>Follow up items</u>		<u>Teammate</u>
5. Downtown Special Events Update	Bring this item back to Council as the residential projects on 3rd street near completion (paused until COVID ends and events resume)	Martin Memo

From: D. Muirhead
To: [CC Public Comment](#)
Subject: comments City Council Goal Setting Workshop
Date: Friday, January 29, 2021 6:35:05 PM

Dear Morgan Hill City Council,

A few forward-looking comments on items to be addressed on
 Saturday, January 30, 2021 9AM-5PM
 and a few retroactive comments from your session on
 Friday, January 29, 2021 1PM-5PM

----- Sat -----

5.2 Funding Priorities for Local Government

- * Funding for Municipal Services - RDCS Funding Losses
 - Pedestrian Safety and Infrastructure Repair/Replace Funding
 - Programs will eventually go away.

Question: so what actions are you going to take with respect to the City policy documents on Vision Zero and Age-Friendly City?

- * Other Services Funded from the General Fund
 - Recreation Non-Cost Recovery (Senior Center)
 - Reduced Funding

Question: what actions are the City taking to respond to demographic changes (aging population)? This is also an Age-Friendly City issue.

8.2 Police Update

2021 Priorities

- Reimagining policing in our community
- 21st Century Policing
 - Pillar One: Building Trust and Legitimacy.
 - Pillar Two: Policy and Oversight.
 - Policy Manual on website
- Comment: no community role in policy development or implementation and tracking
- Pillar Three: Technology and Social Media.
- Pillar Four: Community Policing and Crime Reduction.
- Pillar Five: Officer Training and Education.
- Pillar Six: Officer Safety and Wellness.

Comment: There are some activities for Pillar 1 & 2, none for Pillar 3-6. None have When nor Priority.

9.1 City Communications and Engagement

Missing from City Communications Channels are

- * Council and Commission meetings
- * Channel 17

Comment: I agree with Rene that City communication is more outreach than engagement. Does the City still think cost/benefit favors large group (high-level) over small group (detail)?

----- Fri -----

1.4. Review 2020 Accomplishments;

Accomplishments (opportunities) should also have included challenges:

A staff member addressing recent PRC meeting noted being short-handed so services slower;

At City/School liaison, PD mentioned 6 vacant and 6 restricted (28% down)

[this is mentioned in Police Update 2020 Staffing Levels]

2.1 Summary of Council Member Interviews

I would have liked summaries of interview comments from each Council member included in the packet.

Also a brief recap of what are the most important issues to each member.

Also preferred communication style: direct, considerate, spirited, systematic [characteristics and trouble spots from managementpartners.com]

2.2 City Council Norms

4 members had this discussion last year. So what has changed as a result?

2.3 City Council Policy Considerations

What is the Council position on purpose of your meetings:

are they just your business meetings or are they also for including the public in the governance of the City?

3.2 Review of 2020-2021 Strategic Priorities Workplan

Status of "In Progress" and "Ongoing" gives no sense of priority nor of anticipated nor achieved deliverables. [This is my standard complaint that you do not follow standard project management of priority/what/how/when]

And for extra credit, how often did each item appear on a Council agenda in the previous year? I objected to Activity "Goals" during budget hearing.

Thank you for your consideration, Doug Muirhead, Morgan Hill

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From: Josie Gaillard
To: [CC Public Comment](#)
Subject: Climate Action in Morgan Hill
Date: Friday, January 29, 2021 11:43:54 PM
Attachments: [FINAL 2030 CAP Adopted July 2020.pdf](#)

Dear Mayor Constantine, Mayor Pro Tem McKay and Council Members Borgioli, Martinez Beltran and Spring,

I commend you on considering climate action during your Goal Setting Workshop tomorrow. As you are aware, climate change poses a serious threat to humanity and the sooner we act, the better. Generations from now, children will ask what those of us in leadership did to stop climate change.

Your bold step in 2019 to ban natural gas in new construction demonstrates your commitment to tackling climate change and establishes Morgan Hill as a climate leader. As you set your goals for this year, I hope you will consider adopting a comprehensive Climate Action Plan (CAP) to guide your actions moving forward.

I realize that many city budgets have been hard hit by COVID; however, I know from firsthand experience that it is possible to draft a CAP on a tight budget. I know that because I helped draft Menlo Park's CAP, which you will find attached.

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When it became clear in late 2019 that our City staff in Menlo Park was stretched too thin to update our CAP, I volunteered along with other residents to help draft our CAP. After making minor revisions, staff presented the CAP to Council who then adopted the plan in July 2020.

Because Menlo Park did not hire consultants to write our CAP, all of the work we did is open for other cities to use and I would encourage you to do so. Should anyone on your staff or Council wish to discuss details of Menlo Park's CAP, I would be happy to arrange a meeting.

Finally I deeply appreciate your leadership to date on climate and look forward to your continued success.

Kind regards,
 Josie Gaillard

2030 CLIMATE ACTION PLAN

Prepared by the Environmental Quality Commission

Adopted by City Council July 2020 (Resolution No.6575)



A 2030 PLAN TO ELIMINATE CARBON EMISSIONS &
PROTECT OUR COMMUNITY FROM CLIMATE CHANGE

JUNE 2020

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INTRODUCTION

Menlo Park is uniquely threatened by climate change and uniquely positioned to tackle it.

Menlo Park's location on the shore of San Francisco Bay places approximately \$1.3 billion¹ of property in our Belle Haven neighborhood at risk of flooding from climate change by as early as 2070.² While it is impossible for Menlo Park alone to halt the global sea level rise that threatens our city, bold climate leadership on our part is perhaps our only hope of keeping sea level below the height of an "affordable" sea wall. The San Francisco Bay Joint Powers Authority estimated in a 2016 feasibility study that a combination of levees and sea walls built along the shoreline of Menlo Park and East Palo Alto to address just three feet of sea level rise would cost approximately \$100 million.³

If we do not provide visible and inspiring leadership on climate and global greenhouse gas emissions continue rising at their current rate, no sea wall or levee will save the portion of our city between Route 101 and the Bay. That land, which includes a disproportionate percentage of our city's low income residents and residents of color, will be inundated and residents and businesses will have to permanently relocate. On the other hand, if we take a leadership position and our bold climate action inspires rapid and far reaching climate action by other cities, we may be able to save our Belle Haven neighborhood with a combination of sea walls and levees.

The good news is that if there is any city well positioned to lead on climate action, it is Menlo Park. Located in Silicon Valley, our residents and leaders embrace innovation. Our county (San Mateo) is one of the wealthiest in the country,⁴



Source: <http://data.pointblue.org/apps/ocof/cms/index.php?page=flood-map>

YEAR: 2070-2100

the Bay is projected to rise 3.3 feet

which means we have the financial resources to tackle the issue of climate change head on. Analysis conducted by members of the Environmental Quality Commission's Climate Action Plan subcommittee shows that every dollar spent now by the City on bold climate action can be expected to save City residents \$100 in future adaptation costs⁵ addressing sea level rise alone, not to mention the healthcare costs associated with treating ailments caused by air pollution (see "Natural Gas Phase Out" section below).

Finally, our City Council and staff have already demonstrated a capacity for leadership by passing an innovative all-electric Reach Code that virtually eliminates natural gas from new buildings. At last count, 15 other California cities had adopted a "Menlo Park style" all electric Reach Code for new buildings, proving that courageous action on climate does in fact inspire others to follow.

¹ According to [County of San Mateo Sea Level Rise Vulnerability Assessment](#) p. 139, sea level rise of 3.3 feet will inundate Menlo Park real estate valued at \$1.288 billion and a rise of 6.6 feet will inundate \$1.621 billion in real estate.

² Griggs, G, Árvai, J, Cayan, D, DeConto, R, Fox, J, Fricker, HA, Kopp, RE, Tebaldi, C, Whiteman, EA (California Ocean Protection Council Science Advisory Team Working Group), [Rising Seas in California: An Update on Sea-Level Rise Science, California Ocean Science Trust, April 2017](#). Ranges shown are from the median (50th percentile) to the extreme (99.9th percentile) range of the projections.

³ [Public Draft Feasibility Report, SAFER Bay Project, Strategy to Advance Flood protection, Ecosystems and Recreation along San Francisco Bay, East Palo Alto and Menlo Park](#), October 2016, p. 37.

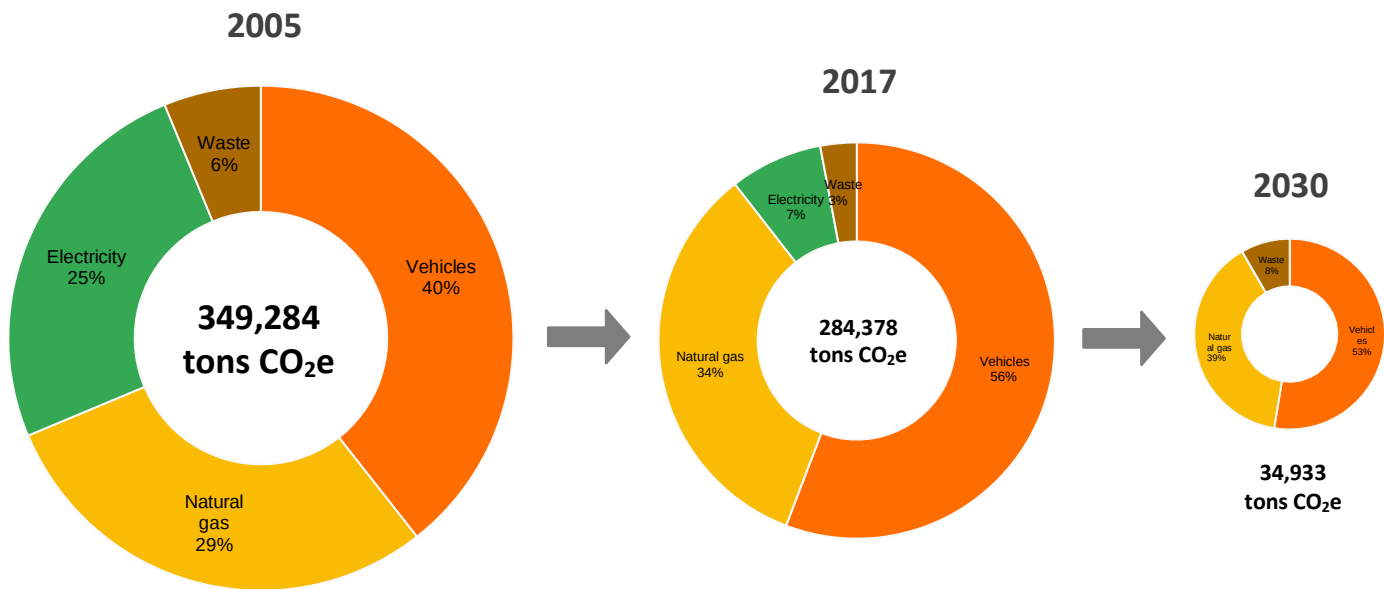
⁴ https://en.m.wikipedia.org/wiki/List_of_highest-income_counties_in_the_United_States

⁵ Supporting analysis available in PDF format in Appendix C and in Excel format upon request

ZERO CARBON BY 2030

In order to address the significant threat to Menlo Park posed by climate change, the City Council adopted a bold climate goal of zero carbon by 2030. This will be achieved through a 90% reduction in carbon dioxide equivalent emissions (CO₂e) from 2005 levels, and elimination of the remaining 10% of CO₂e through direct carbon removal measures.

An inventory of greenhouse gas emissions conducted in December 2019 revealed that emissions in Menlo Park fell from 349,284 tons in 2005 to 284,378 tons of CO₂e in 2017, a reduction of 19%. The aim of this plan will be to reduce community-wide emissions by another 71% for a total reduction of 90% from 2005 emissions, leaving just 34,933 tons of CO₂e per year by 2030.



Menlo Park Community Greenhouse Gas Emissions (metric tons of CO ₂ e)			
	2005	2017	2030
Vehicles	137,628	158,686	18,373
Natural gas	102,295	95,742	13,656
Electricity	87,617	21,528	-
Waste	21,745	8,424	2,903
Total Emissions	349,285	284,380	34,933

OPTIONS FOR ACTION

In order to achieve a goal of “Zero emissions by 2030,” Menlo Park must begin taking bold action immediately. Fortunately, the City has already decarbonized its electricity supply by joining with other cities in the County to create a joint powers authority (Peninsula Clean Energy) that sources power mainly from renewables and hydropower. This creates a clean energy stepping stone from which to decarbonize the rest of the City’s economy.

Our next step is to decarbonize all of our buildings and transportation. In an ideal world with more time, the City’s climate goals could be achieved simply by unleashing the power of free enterprise and relying on markets and educated consumers to transform our fossil-fuel dependent economy to one that stops emitting greenhouse gases in time to avert catastrophic climate change. Members of the Climate Action Plan (CAP) subcommittee of the Environmental Quality Commission (EQC), who prepared this plan, certainly would prefer this type of approach, as it limits the role of government and would reduce the likely opposition from some interest groups. However, no matter how carefully the subcommittee considered various incentive- and education-based laissez-faire approaches, none of them appears able to solve the climate problem in time to avert catastrophic change to our daily lives. In fact, the less action the City takes now, the costlier the government intervention will be later to deal with the resulting climate disasters.

The key reasons that market approaches alone cannot solve climate change are three-fold:

- 1) markets are currently distorted by the absence of accurate pricing for key externalities, such as the right to dump harmful greenhouse gas emissions into the atmosphere, which today is virtually free to any person or business who wishes to do it, leaving the rest of us bear the ever increasing cost,
- 2) powerful political interest groups such as the fossil fuel industry have successfully spread enough disinformation about climate change that Americans significantly underestimate the problem and therefore

underestimate the actions that must be taken to address it, and

- 3) polluting devices last far too long once installed and we simply do not have enough time for the typical market signals to trickle down to those who determine product offerings and today offer environmentally obsolete products to customers.

Just as the US government stepped in forcefully after the bombing of Pearl Harbor to require that much of America’s free market economy be transformed to support the war effort, so too must the government now step in forcefully and confidently to lead the American public away from the brink of climate disaster.

Thankfully, the actions required of every American citizen to forcefully combat climate change are much less onerous than the food rations or military conscription imposed on World War II-era Americans. We are fortunate that a robust private sector has already provided every technological solution and innovation necessary to almost completely retire fossil fuels as an energy source in America today.

PERSONAL ACTION

Below is a list of the personal actions that, if every citizen took them, would halt global warming in its tracks:

- Retire all gas vehicles immediately and replace them with electric vehicles, bikes, transit or another form of non-fossil transport
- Replace every gas appliance in a home (including furnace, water heater and stove) with an efficient electric version
- Power every home and car with 100% renewable electricity, either by installing solar panels or purchasing renewable energy from one’s utility
- Consider the greenhouse gas emissions associated with every purchase decision and choose “low-carbon” products and services whenever possible

- Reduce weekly consumption of meat and animal products, a move which has significant ancillary health benefits.

GOVERNMENT ACTION

At the local government level, climate action must focus on eliminating the use of two categories of fossil fuels: 1) gasoline and diesel fuel in vehicles, and 2) natural gas in home appliances. Given the 25-year expected life of a typical gas furnace, it is critical for the City to begin prohibiting the installation of new replacement gas furnaces and water heaters as soon as possible.

In considering the wide-reaching actions and change required to meet the City's proposed climate goals, researchers reviewed dozens of approaches employed by cities all over the world, including:

- A "5-minute city" approach to zoning implemented in Copenhagen, Denmark that drastically reduced vehicle miles traveled (VMT) and made the city more walkable
- A carbon fee on buildings recently implemented in New York City
- An announced plan to end the flow of natural gas in the City of Arcata, California and now being considered by Palo Alto.

After months of weighing each of the dozens of approaches, the CAP subcommittee identified three basic options for action: 1) a Bold Plan with 22 actions to be implemented over one year, 2) a Moderate Plan with 76 actions to be implemented over three years and 3) a Go Slow Plan with no specific actions other than to follow evolving state rules.

PLAN CHANGES DUE TO COVID-19 PANDEMIC

Shortly after the CAP subcommittee fleshed out the three different approaches to climate action described above, the world was gripped by the global pandemic of COVID-19. The pandemic has

significantly affected the context in which this plan is presented, namely:

- The time and attention of City Council and staff has understandably shifted almost entirely to managing the health risks and economic consequences of the pandemic
- Almost overnight, the country has gone from enjoying robust economic growth to experiencing one of the starkest economic recessions in US history
- Due to the economic recession, the City's budget has shrunk dramatically, with a 2020-21 shortfall of \$12.7 million
- Layoffs of dozens of City staff as a result of the City's budget shortfall
- City commissions, including the Environmental Quality Commission (EQC), unable to meet for 4 months, which means the CAP subcommittee has been delayed in vetting the CAP with the EQC

Despite disrupted City operations, the CAP subcommittee continued refining the Climate Action Plan and vetting it with the City Council's CAP subcommittee (distinct from the EQC's CAP subcommittee) to receive their input on what might be politically viable in Menlo Park. The result of that continued work is a significantly pared down plan, presented below. While the CAP subcommittee still believes that the original Bold or Moderate Plans (presented in Appendix B), with their 22 and 76 actions respectively, are in fact what the Climate Crisis requires, we have decided to propose a significantly pared down plan, with the thought that some action is better than no action. This plan includes only the highest impact actions. This does not mean it is the best plan. It means it is only a good subset of the best plan and future efforts should be made to expand it as our ability and the wisdom of doing so becomes ever more apparent.

THE PLAN

Action	#	Description	2030 GHG Reduction (tons/yr)	Estimated Initial Investment for FY 2020-2021
Explore policy/program options to convert 95% of existing buildings to all-electric by 2030	1	Two basic options: 1) Announce the “end of flow” of natural gas in the City by 2030 OR 2) Enact a “burn-out ordinance” requiring that when gas appliances expire, they must be replaced by electric (preferably high efficiency heat pump) alternatives; phase in for large commercial, small commercial, residential; may require follow-on compliance ordinance as current permit compliance for residential gas appliances is low; will require follow-up “cash-for-clunkers” program to achieve 2030 goal; relies on PCE subsidies to reduce or eliminate cost differential; may require use of UUT funds to cover additional cost differential for low-income residents. Extend burnout ordinance to expiring air conditioners, to be replaced with heat pumps, eliminating need for separate gas heating.	1) 86,465* OR 2) 51,636*	\$195,000 to \$275,000 *Initial investment hire contract staff (building official, legal aid, energy analyst) and provide policy options that would lead to adoption of a policy ordinance, and/or program
Set citywide goal for increasing EVs and decreasing gasoline sales	2	Announce and promote goals of 1) making all new vehicles be electric by 2025 and 2) reducing gasoline sales each year by 10%, based on the total reported in 2018. Track progress on both goals publicly on an annual basis.	<7,120*	\$0-\$20,000 to influence regional agency to lead on behalf of the city
Expand access to EV charging for multifamily and commercial properties	3	Install or assist building owners in installing EV chargers throughout the City, siting them preferably where they will be used during daylight hours (when solar electricity is abundant on our grid) and also where residents of multi-family housing can access them. Current project to explore and evaluate policy options for existing multifamily properties.	7,370* <13,000* for multifamily	\$140,000 *Initial investment for contract analyst to evaluate multifamily properties
Reduce vehicle miles traveled (VMT) by 25% or an amount recommended by the Complete Streets Commission	4	Reduce VMT, especially by gasoline vehicles, through a two-pronged approach: 1) Change zoning to encourage higher density (esp. for housing) near transit 2) Make the City easier to navigate without a car by accelerating implementation of the Transportation Master Plan with an emphasis on developing a clear network of protected pedestrian/bike paths throughout town Current projects underway that help achieve this goal: SB2 Housing grant, Transportation Management Plan, Transportation Management Association, and implementation of new VMT guidelines for new development	31,743*	Explore in 2021 and 2022 after current and complementary projects are completed
Eliminate the use of fossil fuels from municipal operations	5	Replace 100% of the following municipal assets with efficient electric substitutes for: 1) Gas pool heating equipment 2) Gas and diesel municipal fleet vehicles 3) Gas furnaces 4) Gas hot water heaters 5) Gas-powered gardening equipment	879*	Currently budgeted for end of life assets, appliances, and new community center/library
Develop a climate adaptation plan to protect the community from sea level rise and flooding	6	Develop a climate adaptation plan focused on protecting areas of the community vulnerable to sea level rise and flooding, as forecasted by the National Oceanic and Atmospheric Administration (NOAA) and California State agencies. Consider requiring developers to fund efforts to protect the community.	0	Flood and Sea Level Rise Resiliency District to Lead
		TOTAL (assumes option 2 is chosen in action #1)	98,748+	\$355,000 - \$435,000
*GHG emission reductions have been estimated and have not been verified				

Attachment: Supplement 7 - Public Comment (2981 : City Council Goal Setting Workshop 2021)

You will notice that the plan, as presented, falls well short of the goal of reducing our greenhouse gas emissions by 249,447 tons/yr by 2030. In fact, the plan only addresses 40% of the sought-after reductions. This simplified 6-action plan is significantly scaled back from the more comprehensive plans envisioned before COVID-19 struck, a compromise the CAP subcommittee felt was warranted, given the City's projected budget short-falls. The CAP subcommittee hopes that market momentum in the EV sector will make a significant contribution to the reduction of Menlo Park's greenhouse gas emissions, an effect not accounted for here. **The Environmental Quality Commission expects the significantly truncated six-action plan presented above to be completed within one year and strongly advises City Council to revisit the original, more comprehensive plan in July 2021, so that as the economy improves, those actions can be reincorporated into the plan.**

NATURAL GAS PHASE OUT

Ending the use of natural gas has multiple benefits, including the avoidance of failures in gas system operations, such as the one that destroyed homes and caused death in Brookline, Massachusetts in 2018 and the one that did even greater harm in San Bruno, California in 2010.

The normal operation of gas appliances in buildings has also been found to cause indoor air pollution that would be illegal outdoors due to its negative health impacts, according to a recent study from UCLA.⁶ That study links chronic exposure to the NO₂ emitted from gas stoves to a range of health ailments, including: asthma, lung inflammation, increased risk of respiratory infection, lung and breast cancer and low birth weight in babies. Doctors in a January article in the New England Journal of Medicine wrote the following, "As physicians deeply concerned about climate change and pollution and their consequences, we consider expansion of the natural gas infrastructure to be a grave hazard to human health." They continued, "We also recommend that new residential or commercial gas hookups not be permitted, new gas

appliances be removed from the market, further gas exploration on federal lands be banned, and all new or planned construction of gas infrastructure be halted."⁷ It is therefore within the City's normal powers, which are aimed at protecting the health and safety of its citizens, to seriously consider announcing the "End of Flow" (EOF) of natural gas.

This is similar to an approach proposed in the City of Arcata, California whereby the City would explore and pass an ordinance that sets an end date, for example 7/4/2030, for the flow of natural gas to all gas customers within the City limits. This sets a date certain by which community members would want to make any needed electrification updates to their homes for water heating, cooking and space heating. The City could then either stand back and let community members educate themselves on choices that would work for them, or the City could be an active partner to interested citizens, perhaps leading a helpful bulk buying program for: water heaters, heat pump HVAC units, EV chargers and installation services, or performing other joint effort transformation activities. There is already a local model for city-led bulk buying called Sunshares, which performs bulk buying for home solar systems and electric vehicles. While the idea of city-led bulk buying may sound new and different at first, we should realize that the City of Menlo Park already performs bulk buying of commodities and services for its citizens and businesses, including water supply, public safety services, street tree maintenance, roads and sidewalks, etc.

SOURCES OF FUNDS

Some of the six proposed actions can most likely be implemented by existing staff with extra support from a contractor/consultants.

Other than the General Fund, there are two other potential sources of funds:

- 1) the \$400,000 presented in the 2020-21 Capital Improvement Plan (CIP) as earmarked for implementation of the Climate Action Plan and

⁶ UCLA Fielding School of Public Health, "Effects of Residential Gas Appliances on Indoor and Outdoor Air Quality and Public Health in California," April 2020, <https://coeh.ph.ucla.edu/effects-residential-gas-appliances-indoor-and-outdoor-air-quality-and-public-health-california>

⁷ New England Journal of Medicine, "The False Promise of Natural Gas," Philip J. Landrigan, M.D., Howard Frumkin, M.D., Dr.P.H., and Brita E. Lundberg, M.D., <https://www.nejm.org/doi/full/10.1056/NEJMp1913663>

2) issuing debt or borrowing money.⁸

Saving our community for future generations seems like one of the most prudent uses of borrowed funds one can imagine. Conversely, if we wait until extra City revenue is available to fund climate action, we will most certainly lose the climate fight.

There will be additional capital expenditures incurred as part of the Climate Action Plan, as well, including:

- Investment in EV charging infrastructure
- Street improvements related to the TMP implementation
- Investment in electric replacements for municipal gas and diesel assets

If funds for these capital expenditures have not already been allocated in the City's Capital Improvement Plan (CIP), an amendment would need to be made to the CIP for that purpose. The EQC's CAP subcommittee recommends **against** using funds currently earmarked in the CIP for climate action to pay for municipal greening projects. Such projects are good candidates for outside financing or borrowing, whereas the CAP funds in the CIP should be focused on high impact activities to reduce community-wide greenhouse gas reductions, such as policy development, programs, incentives, education and marketing.

PLAN METRICS

Climate Action Plans have a poor history of being effectively implemented and one reason for that is that progress is typically only measured every five years and with staff turnover, well intentioned plans can go unexamined for years. In order to avoid such an outcome, the CAP subcommittee recommends that a short list of concrete metrics be adopted and that the City Council request quarterly, if not monthly, updates on those metrics.

Key metrics to track include:

1. Number of gas hot water heaters citywide that are replaced with electric versions (data source: Menlo Park

Building Department)

2. Number of gas furnaces citywide that are replaced with electric versions (data source: Menlo Park Building Department)
3. Number of utility natural gas accounts terminated (data source: Peninsula Clean Energy or PG&E)
4. Number of new cars registered that are gas vs. EV (data source: DMV)
5. Number of total cars registered that are gas vs. EV (data source: DMV)
6. Gallons of gasoline sold in Menlo Park (data source: City sales tax reports)
7. Percentage of municipal assets converted from gas or diesel to electric (data source: Menlo Park Public Works Department)
8. Vehicle miles traveled, including trips inbound, outbound and within the City (Google Environmental Insights Explorer)
9. Number of other cities that query and/or copy Menlo Park's climate policies and programs (data source: outreach efforts and research by Menlo Park Sustainability staff)

While Sustainability staff and members of the CAP subcommittee question the value of conducting frequent high level greenhouse gas inventories, we do all agree that measurement is important and believe that tracking the specific items listed above will help staff and Council gain insight into the effectiveness of the climate actions that the City decides to undertake. County efforts to measure greenhouse gas emissions are expected to continue and will hopefully reflect progress made by cities within the County.

METHOD FOR EVALUATING ACTIONS

The six actions detailed above were selected from over 76 actions included in the original Bold and Moderate Plans, because they offer the City the most potential for Greenhouse Gas Reductions per dollar spent.

Dozens of potential climate actions were considered. Actions took many forms, including: city ordinances, city directives, programs and collaborations. Each action was evaluated for the

Foundations who are borrowing at low interest rates against their endowments in order to continue disbursements, <https://www.nytimes.com/2020/06/10/business/ford-foundation-bonds-coronavirus.html>.

⁸ An interesting model for borrowing against existing financial assets (such as the City's reserves) has been employed during the COVID recession by leading charitable

following key criteria:

- Potential to reduce greenhouse gas (GHG) emissions
- City staff resources required to implement
- City cost to implement
- Out-of-pocket expenses for community members to implement (lifecycle economics for user)
- Political feasibility
- Potential for replication by other cities

The cost estimates above should be viewed as preliminary, requiring further thorough analysis by City staff prior to policy adoption.

THE TRUE COST OF CARBON

As mentioned above, there is in fact a societal cost to burning fossil fuels, sometimes referred to as the “cost of carbon.” There are debates today over how best to calculate that cost. Some say it should be based on the damages caused by those emissions. Others say it should be based on the cost to remove those carbon emissions from the atmosphere, once that becomes possible. In the absence of a global consensus, the EQC’s CAP subcommittee attempted to estimate the cost of carbon to Menlo Park by taking the projected losses from sea level rise in our city alone, \$1.3 billion, and dividing that by the tons of CO₂e we expect to emit over the next 40 years in a business as usual situation. Using this simple methodology, we arrived at a “cost of carbon” of \$130/ton for Menlo Park.

There are a number of ways the City could use this figure. We could consider levying a tax of \$130/ton on fossil fuels, in order to cover future damages the City will incur, in essence internalizing the externalized “cost of carbon.” Another way to use this figure would be for the City to factor it in to all decisions concerning assets in the City that consume fossil fuels, for example in calculating the true cost to the City of a gasoline-powered police car or the true cost to citizens of a gas furnace.

NOTE ON LEADERSHIP

Saving our City from sea level rise will require collective global action, which Menlo Park can likely

only influence through bold leadership. In evaluating the relative effectiveness of various climate actions, the CAP subcommittee noted the significant impact that replicability and demonstration of feasibility of a policy or program had on its potential to generate emissions reductions. If other cities can easily copy a policy or program, it is likely to **catalyze emissions reductions many times greater** than our City’s emissions reductions alone. Therefore, it is strongly advised that City staff favor simplicity and replicability in its design of climate policies and programs and it is further advised that the City invest resources in proactively sharing its climate policies and programs with other cities, counties and government entities.

We must also be nimble and ready to act on economic stimulus opportunities that may present themselves, as the Country attempts to pull itself out of a recession.

NOTE ON UTILITY PARTNERS

An analysis of community member economics for each action revealed that rebates can make or break the economics behind purchasing decisions for equipment like electric vehicles and electric heat pumps for space and water heating, all of which are essential for progress on climate action. The City can greatly increase the political feasibility of many climate actions included in this plan by calling on its local Community Choice Energy (CCE) provider to rapidly deploy the significant capital currently held on its balance sheet to fund rebates on electric replacements of gas appliances. Such rebates can make climate friendly replacements cost effective and that enables city councils like ours to pass ordinances requiring such replacements. In turn, the new electric devices generate net revenue that rebuilds the CCE’s financial reserves.

To this end, Peninsula Clean Energy’s board recently signaled its support for local cities’ efforts to electrify, voting on May 28, 2020 to invest \$6 million to electrify existing buildings in San Mateo County. This program will reportedly include substantial incentives for: 1) the installation of electric heat pump water heaters, 2) upgrades to electric service panels so they can handle the increased electric demands of all-electric homes, and 3) whole-home electric conversions for low income residents. Such programs are a promising

signal that local CCEs intend to help ease the financial burden of converting homes from natural gas to all-electric, since it is not only essential for fighting climate change but also in their long-term financial interest to do so.

NOTE ON EQUITY

Climate change does not affect all members of society equally. Tragically it disproportionately affects low income people and people of color, as evidenced right here in Menlo Park, where sea level rise is expected to have a devastating impact on residents of our Belle Haven neighborhood. A similar pattern is observed all over the globe, where poor island nations are becoming the first to be wiped off the globe. Climate justice advocate Hop Hopkins illustrates the connection between climate change and racism by explaining how allowing climate change to occur requires that we accept that portions of our local and global communities are “sacrifice zones, and you can’t have sacrifice zones without disposable people, and you can’t have disposable people without racism.”

Meanwhile wealthier segments of society go on emitting greenhouse gases at ten times the rate of poorer segments, unwilling to make even small changes to their purchasing decisions. The COVID crisis has shed a light on the shocking inequity in health outcomes for people of color, some of which can be attributed to well documented racial disparities in exposure to air pollution from fossil fuels. Menlo Park must ask itself whether it wishes to continue contributing to this global and local inequity, or whether it can strongly prioritize leadership in solving these interconnected problems.

Finally, although Menlo Park is situated in one of the wealthiest Counties in the country, that wealth is not equally distributed and some residents may find it difficult to afford at least the capital outlay for the changes recommended in this plan. To address issues of equity, there are a number of options for ensuring that low-income residents have the financial support they need to make the required changes to their homes and vehicles. Both the State and local CCEs have shown a willingness to provide financial subsidies specifically targeted at low income residents. Peninsula Clean Energy recently set aside \$2 million, out of a \$6 million program, just to assist

low-income residents with all-electric retrofits of their homes. If the City wishes to further bolster that support, it could consider allowing the Utility User’s Tax (UUT) on natural gas sales to increase from its current 1% level to the existing voter-approved level of 3.5%. That would provide an estimated \$500,000 in additional funding every year to low-income families converting gas appliances to all-electric. The City must take an active role in ensuring that low-income residents are not unfairly disadvantaged by the requirements of its Climate Action Plan.

ANOTHER NOTE ON COVID-19

Lastly, this Climate Action Plan is being presented to City leaders in the midst of a generation-defining event, namely the global COVID-19 pandemic. It is understandable and appropriate that City leaders would devote their immediate attention to protecting the health and wellbeing of our community, as we fight this deadly virus.

As the health emergency wanes, however, the CAP subcommittee hopes that Council members will view the proposed Climate Action Plan as an opportunity for Menlo Park. COVID-19 has jolted us all out of our routines and everyday existence, highlighting in a graphic way our vulnerability as a species. Climate change has the potential to do the same, only on an even greater scale. If we are able to take in the lessons presented to us by this current crisis, we will be better prepared to address the climate crisis that is coming. For example, we should ask ourselves: Do we want to be like South Korea and flatten the carbon “curve” by proactively investing in mitigating the carbon dioxide “contagion”? Or will we delay, like Italy, and only take decisive action once the problem has ballooned? Is it still acceptable to stand by and watch one window of opportunity after another close before our eyes, leaving us with a much larger problem, the only response to which threatens to destroy our economy? Can we accept that this problem, like COVID, will ravage poor communities and people of color? The choice is ours. How will we act?

This Climate Action Plan presents us with economic opportunities as well. If enacted, this plan will jumpstart a new local market in electric appliance installation, injecting money into the

economy and providing hundreds of new jobs, just when they are needed.

Finally, as medical professionals learn more about the adverse health impacts of burning fossil fuels in our homes, the Climate Action Plan offers Menlo Park an opportunity to set a new standard for health and safety in our homes and places of work by removing fossil fuels from our air completely.

Our future is in our hands. It is time to act.

APPENDIX A

ORIGINAL PLAN OPTIONS – BOLD, MODERATE AND GO SLOW

Dr. John Holdren, scientific advisor to President Obama, advised that humans have three basic choices when it comes to climate change: 1) mitigate the problem by reducing our emissions, 2)

adapt to the problem and try to move out of harm's way, or 3) suffer. What every civic leader must do today is pick the mix of those three options that they are willing to bring to their communities.

A summary of the benefits and drawbacks of each plan, from a City official's perspective, is offered below.

Bold Plan	Moderate Plan	Go Slow Plan
• A few bold actions • One-year implementation • Achieves goal of Zero by 2030 • Less \$ now (staff resources) • Less \$ later (lower sea walls) • Subject to opposition • Less human suffering • Regional leadership role	• Many moderate actions • Three-year implementation • Makes progress toward goal of Zero by 2030 • More \$ now (staff resources) • Some \$ later (sea walls) • Subject to some opposition • Some human suffering • Regional leadership role	• No proactive actions • No specific implementation time • Falls well short of Zero by 2030 goal • Less \$ now (staff resources) • More \$ later (high sea walls) • Subject to some opposition • More human suffering • No regional leadership role

THE MODERATE PLAN

The Moderate Plan is a set of 60+ actions (Appendix B), implemented over 3 years, that involve working with the community (residents, businesses and commuters) to assist and compel them to change, while simultaneously working with other cities, the County, the State and utilities to make such change easier. This would be accomplished by changing laws, capabilities and economics in a way that transforms standard practice, similar to the way that our all-electric Reach Codes are transforming standard practice in new construction. Menlo Park is gaining credibility in this area and therefore has a reasonable chance of catalyzing regional change through bold leadership and knowledge sharing.

The Moderate Plan would also seek an expanded vision and commitment from Community Choice Energy providers (CCEs), who will reap considerable benefit in the form of increased net revenue from electrification, just as oil companies will see diminishing revenue. According to this plan, the CCEs would be advised to rapidly deploy

their net revenue, in order to quickly transform the market to support building electrification.

The Moderate Plan is the most time-intensive option of those presented, with significant staff resources deployed in the next three years to pass incremental ordinances that will drive needed behavior change. **Sustainability staff currently estimate that implementing the Moderate Plan would require approximately 6 incremental full time equivalent (FTE) staff for the first year and a similar or smaller number in the remaining two years included in the plan.** These incremental staff resources could be hired as consultants and would not be needed past the 3-year term of the plan.

While the action-intensive approach of the Moderate Plan may seem cumbersome, the CAP subcommittee suspects that the public requires incremental education and a piecemeal approach to rule changes, in order to have time to adjust to change. As such, the Moderate Plan also includes significant public outreach and education efforts to

assist the public and businesses in understanding the benefits of mutual cooperation.

Finally, the Moderate Plan by itself would not guarantee that the City would reach its proposed climate goal of Zero emissions by 2030. Instead, this plan would put us on a path to achieve that goal in a later year or, alternatively, could be seen as laying the groundwork for implementation of additional measures, such as those outlined in the Bold Plan, starting in year 4 of climate action when the public may be more receptive to bolder action.

THE BOLD PLAN

The Bold Plan is much simpler (Appendix B) in that it involves far fewer actions and therefore fewer staff resources to implement. It also has the advantage of nearly guaranteeing achievement of the City's climate goals. It achieves this primarily by announcing to the community that the City will stop the flow of natural gas (a potent greenhouse gas) and restrict the use of gasoline vehicles within City limits by a certain date in the future, possibly by the year 2030. This approach gives community members time to make the needed adjustments to their homes and transportation, all of which are perfectly feasible, within an announced 10-year timeframe.

As for the elimination of gasoline and diesel (GAD) fuels from Menlo Park vehicles, the Bold Plan could include a normal health-and-safety powers type ordinance, requiring the phasing out of underground fuel tanks by 7/4/2030, for example. Any businesses that used underground fuel storage tanks would need to remove them for certain by that date. If climate preservation is being seriously pursued in the next decade and automobile makers follow their plans for electric vehicle production, there will be much lower need for GAD stations left in our area and those that remain will be selling a fraction of the volume of gasoline that they do now. This could mean that, regardless of which climate plan the City pursues, the number of local gasoline stations is likely to drop significantly within the next decade from the current 12 to as few as six. Some locations could be repurposed as EV charging stations with amenities such as a coffee shop, convenience store or car wash.

Another approach to eliminating GAD fuels would be for the City to pass a number of ordinances that

reduce the subsidies currently offered to GAD-powered cars and trucks. Some of the subsidies that could be reduced or eliminated for GAD vehicles include City-provided free parking in downtown lots and free parking on the side of public streets, a subsidy the City already limits overnight in Menlo Park. Both of these measures would encourage reductions in vehicle miles traveled (VMT) in the City, as well as conversions to electric vehicles (EVs). These shifts would also offer residents the ancillary benefits of reduced traffic congestion and/or reduced air pollution.

THE GO SLOW PLAN

The Go Slow Plan (GSP) would entail stepping back from climate leadership and following other entities, if and when they step forward to lead. The City would forgo the opportunity to carve out its own unique approach to problems, as we did with the recent Reach Codes, and would likely end up joining County efforts or copying other Cities' approaches. A Go Slow Plan would likely entail sitting quietly on the sidelines and following plans developed and offered by regional or state entities, as they emerge. The Go Slow Plan is by far the most risky of the plans in that it results in the highest likely damage cost to public and private property from sea level rise and would cause the most human suffering in vulnerable parts of our City. Gut-wrenching decisions will face City officials as they decide how much money to spend delaying the eventual loss of real estate valued at over \$1 billion along our Bay shoreline. One can imagine weighty decisions about what neighborhoods to save resulting in heated disagreement among residents that would tear at the fabric of our community.

Although the Go Slow Plan may look "easy" in the short term, due to the lower staffing requirements and the slower pace of change required now, this approach may in fact prove to be penny wise and pound foolish. In reality, a Go Slow approach simply hands a growing problem to a future City Council, who would have even less time and resources at their disposal to battle climate change and oversee adaptation on multiple fronts.

We understand from the worldwide scientific body, the Intergovernmental Panel on Climate Change (IPCC), that time is of the essence and that in order to have a meaningful impact on climate change,

any mitigation efforts must start immediately. This would render the Go Slow Plan scientifically imprudent, leaving the City Council to choose between: a) implementing the Moderate Plan immediately and simultaneously exploring the Bold Plan for later implementation if needed, b) cutting to the chase and just pursuing the Bold Plan immediately or c) developing a plan they feel would perform better.

**City of Menlo Park
Moderate 3-yr Climate Action Plan - 2020**

Action	Action #	Type of Action	Lead Dept/ Supporting Dept	Community Engagement Req'd	FTEs Required (per yr)	3-yr Non-Staff Costs (consultants, studies)	2030 Ann. GHG Reduced (tons/yr)	City Cost (\$/ton) *	2030 State-wide GHG Reductions Inspired by MP (tons/yr)	Upfront Incremental Cost to Participant** After Rebates	Net Savings to Participant**	Notes & Assumptions
A: Municipal Greening												
Develop and implement plan for electrifying municipal fleet	1	Directive	Public Works/ Sustainability		0.05		446	-\$7,624	3,000	\$980,000	\$3,406,667	Develop clear plan for converting 100% of municipal vehicles to EVs
Expand city owned, public EV charging infrastructure throughout City	2	Directive	Sustainability/ Public Works		0		714	-\$53.16	6,000	\$400,000	\$151,880	CAP sub note: Focus on parking lots at city facilities, inc. parks, library, community center and areas that serve multi-family housing. (1) Analyze EV infrastrucure needs of the city and design accordingly (2) Establish rules for use of chargers and best practices for signage and other use factors (3) Jump start infrastructure development with initial public investments (4) Develop partnerships with utilities and private businesses as long term investors when building out the city's EV-charging infrastructure (5) Monitor and adapt to trends in the eV market and with EV technologies, use of city infrastructure, and shifts in national, regional policy
Develop and Implement plan for electrifying all municipal buildings + pools	3	Directive	Public Works/ Sustainability		0.05		433	-\$33.94	39,000	\$360,000	\$225,305	Install heat pumps and heat pump water heaters in all municipal buildings and the 2 pool complexes
For Resiliency purposes only: Develop and implement plan for installing batteries for resiliency in key municipal facilities, starting with new community center	4	Directive	Public Works/ Sustainability		0.05		1	\$16,781	109	\$360,000	-\$300,000	Install solar and batteries in municipal facilities for resiliency during emergencies.
Adopt CA regulations + Marin concrete language on embodied carbon in municipal construction, e.g. sidewalks	5	Directive	Public Works		0		54	\$16.67	3,000	\$9,000	-\$9,000	Review state purchasing guidelines published recently and adopt those as a starting point, create signage for carbon-free sidewalks.
Raise Nat Gas UUT to 3.5% (to fund electrification of low income households, municipal electrification program and other Council-directed GHG reductions)	6	Directive	Finance/ Sustainability		0.125		579	\$2.16	35,000	\$5,000	\$473	First step is to increase UUT rate on natural gas. City Council then decides where to apply funds: electrification (+ batteries?) in 1) day cares, 2) municipal buildings, 3) schools, 4) low income residents' homes.
Subtotal					0.275							
B: Commercial Greening												
Facilitate daytime EV charging at commercial establishments and allow public access use at night	7	Ordinance	Sustainability/ Planning/ Building		0.5		1,428	\$3.50	85,700	\$90,000	\$134,256	Facilitate installation of EV chargers for commercial establishments of a certain size to encourage charging from 9am to 3pm when supply of renewable energy is abundant and cheap; also allow public charging access at night
Work with Facebook to develop a bus electrification plan, including shuttle	8	Collaboration			0.05		1,631	\$0.61	8,200	\$1,400,000	-\$110,000	
Require electrification of gas appliances (space heating and water heating) and A/C upon burnout to heat pump - commercial	9	Ordinance	Sustainability/ Building		0.5		19,469	\$0.26	3,115,100	\$24,000	\$7,650	Require property owner to replace gas HVAC units at end of life with electric heat pump HVAC. Also require that replaced A/C be provided by heat pumps; limit to commercial establishments of a certain size
Adopt Marin limits on embodied carbon in construction and require materials that sequester carbon in commercial construction	10	Ordinance	Sustainability/ Building		0.5		2,835	\$1.76	170,100	\$3,600	-\$3,600	
Subtotal					1.55							

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C: Residential Greening												
Require access to EV charging in existing multi-family buildings	11	Ordinance	Sustainability/ Planning/ Building		0.5		5,942	\$1.68	178,300	\$21,000	\$21,048	Ideas: 1) City resources could defray costs for projects at affordable housing developments, 2) Prohibit landlord from raising rent as a result by exempting this change from "significant renovation" definition in rent control laws. Copy Mountain View?
Achieve 100% permit compliance for heating and water heating appliances upon property sale	12	Ordinance	Sustainability/ Building		0.5		15,449	\$0.32	772,500	\$500	-\$500	This action is needed to make a burnout ordinance enforceable. Build in a 1-year lag to give market time to adjust. Deferred date of implementation: Jan 1, 2021.
Explore legislation to require homebuyer notification re: sea level rise in flood areas	13	Collaboration			0.05		-	\$0.00	-	\$0	\$0	
Require residents installing solar to also install conduit and circuits for heat pump water heater and EV charger	14	Ordinance			0		7,784	\$0.00	653,900	\$300	\$2,338	This facilitates conversion to electric for emergency water heater burnouts
Update permits and fees to encourage electrification, including battery storage. Recommend to contractors and clients that they electrify all gas burnouts and that they heat pump all AC burnouts.	15	Directive			0		1,712	\$0.00	41,100	-\$200	\$200	Develop recommended device type lists for building department display (and handouts)
Subtotal					1.05							
D: VMT Reduction												
Explore options for VMT reduction and set a city goal	16	Ordinance	Transportation/ Planning		0.5		5,714	\$0.88	228,500	-\$20,000	\$20,000	Consider adjusting zoning & land use regs to encourage mixed use, dense development near transit to reduce the number of cars and car trips due to commuting; reduce parking minimums for new development; rezone single-family to include multi-family; explore electric shuttle service between Belle Haven and Caltrain; expand network of multi-use paths; explore electric "last mile" options from transit to common destinations
Establish a Transportation Management Association (TMA)	17	Program			0.5		647	\$15.45	9,700	\$0	\$0	Leverage small and large businesses for transit pass discounts, shuttle shares, discounts, etc.
Electrify city shuttle buses to transit, esp. on busy streets	18	Program			0.5		126	\$49.67	2,000	\$280,000	-\$22,000	Possible e-bus vendors: Proterra (US), BYD (China)
Bike/Scooter Share Ordinance	19				0.5		286	\$35.00	2,900	\$0	\$0	
Consider Copenhagen-style zoning oriented around 5-minute walking city approach	20	Ordinance			0.5		660	\$5.05	39,600	\$0	\$4,557,940	
Subtotal					2.5							
E: Zero Waste												
Adopt Foodware Ordinance to reduce/eliminate plastics and single use disposable foodware	21	Ordinance			0		136	\$0.00	300	\$2,000	-\$2,000	San Mateo County has a model ordinance for compostable only and is willing to enforce on behalf of cities.
Apply single-use plastic prohibition to City operations	22	Directive			0		0	\$0.00	-	\$2,000	-\$2,000	
Update solid waste ordinance to require recycling and composting services for all accounts	23	Ordinance			0		404	\$0.00	8,100	\$600	-\$600	
Implement zero waste requirements for new development in the Bayfront area	24	Directive			0		168	\$0.00	800	\$25,000	-\$25,000	

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Subtotal					0							
G: Adaptation Measures												
Monitor and participate in County preparations for sea level rise	25	Directive	Public Works		0.05		-	N/A	-	\$100,000,000	-\$100,000,000	Strongly recommend that Council request quarterly update from Public Works on City's plans and projected cost for addressing Sea Level Rise
Increase urban canopy in Belle Haven to protect against urban heat island effect	26	Directive	Public Works		0.05		7	\$12,736	100	\$12,000	-\$912,000	
Subtotal					0.1							
H: Public Education												
Launch CAP education campaign w/ churches, Rotary clubs and PTAs	27	Program	Public Engagement/ Sustainability		0.125		1,447	\$1.73	28,900	\$0	\$0	Council members present to local groups
Create City web page featuring Climate Action Plan, building electrification	28	Program			0.125		579	\$4.32	31,800	\$0	\$0	
Develop and publish electrification FAQ (copy an available version)	29	Program			0.125		579	\$4.32	31,800	\$0	\$0	Post on a City web page for Climate Action Plan and give to elected officials to help them counter misinformation and answer questions from public
Speaker series on climate change and solutions	30	Program			0.125		96	\$25.91	1,400	\$0	\$0	- Stanford professors: Mark Jacobson, sea level rise expert, VMT expert? - Berkeley professors: Dan Kammen, Bay sea level rise expert, levees and sea walls experts - Carbon-free aviation experts - Location: City hall
Invite "ride and drive" organizers to showcase EVs at every City public event	31	Program, Collaboration	Sustainability/ Public Engagement		0.125		1,223	\$2.56	9,800	\$200	-\$200	Connect city to Acterra
Induction cooking demonstration party for realtors, kitchen designers, architects, home cooks	32	Program, Collaboration			0.125		24	\$103.57	500	\$0	\$0	
Educate public on the merits of solar + batteries for resiliency during power outages	33	Program			0.125		644	\$6.47	5,800	\$0	\$0	
Hire marketing firm for city-wide CAP campaign	34	Program	Communication/ Sustainability		0.125		3,859	\$1.08	\$11,600	\$0	\$0	Share aspirational CAP goals; Educate residents about what they can do; Share what will happen if we don't act; Digital campaign, newspaper articles, speakers, classes, radio PSAs, TV?, mailers, signs around town, billboard?, signs on buses, banners downtown
Subtotal					1							
Grand Total					6.5							
Cost/ FTE					\$100,000							
Costs					\$647,500	0						
							Based on Future prices					
							Nat Gas	\$	2.00	Per Therm		
							Gasoline	\$	3.40	Per Gallon		
							Electricity	\$	0.22	Per kWh		

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**City of Menlo Park
Moderate 3-yr Climate Action Plan - 2021**

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A: Municipal Greening												
Require % of construction vehicles to be EV on municipal construction projects	35	Directive			carry over resources from 2020		76	-\$512.90	1,500	\$80,000	\$244,000	
B: Commercial Greening												
Install highway exit signs for EV fast charging	36	Directive			carry over		159	\$105.01	2,900	\$8,000	-\$8,000	Shows residents and commuters that EV Fast charging will help them go EV.
Consider other cities' ordinances requiring clean (EV) commercial fleets w/i city limits, e.g. FedEx, UPS	37	Ordinance	EQC		0.50		1,438	\$4.97	40,300	\$45,000	\$150,000	Consider: Recology garbage trucks, package delivery, Uber, construction vehicles, USPS, etc.
Apply reach codes to commercial remodels	38	Ordinance			0.50		6,922	\$2.41	124,600	\$5,000	\$5,550	Similar to ROB ordinance but captures opportunities before waiting for burnout after remodel
C: Residential Greening												
Set City goal of 100% new cars to be EV within 3 years	39				0.05		7,120	\$0.18	113,900	\$0	\$0	Metrics
Require electrification of gas appliances and A/C upon burnout - residential	40	Ordinance			carry over		9,463	\$1.06	236,600	\$2,000	\$1,956	Also require A/C be converted Heat Pump
Make sure reach codes apply fairly to ADUs, attached and detached	41	Ordinance					2,086	\$0.00	4,200	\$2,000	\$2,748	Plugs gap noticed in other towns where garage is built new and then suddenly converted to ADU
Apply reach codes to residential remodels and additions	42	Ordinance	Sustainability/ Building		0.50		4,171	\$4.00	137,700	\$2,010	\$1,155	
Explore removing exemptions from reach codes	43	Ordinance			carry over		2,773	\$9.01	33,300	\$0	\$528	No gas stoves or fireplaces no gas heating in labs
Create program for assisting low income homes w/ electrification	44	Program			0.25		4,635	\$1.80	152,900	\$2,000	\$1,165	Possibly funded by UUT rev or by collaboration w/ PCE, and Rebuilding Together teaching on a MP home
Adopt Marin limits on embodied carbon in construction and require materials that sequester carbon in residential construction (beyond state mandated GreenCode)	45	Ordinance			carry over		1,862	\$5.37	37,200	\$25	-\$25	
Require electrification upon sale of property + complimentary rebate program	46	Ordinance			carry over		12,583	\$0.79	188,700	\$10,500	\$50	Assumes 30% rebate
Consider extending EV wiring requirement to remodels and at resale	47	Ordinance			carry over		6,602	\$1.51	132,000	\$400	\$44,362	
Consider leading regional effort to prohibit the sale of gas appliances w/i City limits	48	Ordinance			0.50		3,082	\$1.62	339,000	\$50	\$2,060	Includes contracting, distributors & retail. Essentially no permits allowed for gas devices.
D: VMT Reduction												
Designate car-free and low emission vehicle zones or premium parking	49	Ordinance			0.50		1,266	\$3.95	151,900	\$50,000	\$196,375	(1) Design the geographic zone and the restrictions, exemptions, and prices (2) Build public support through consultation and experimentation (3) Designate the use of congestion-charge revenue for investments that benefit the city (4) Invest in mobility alternatives using public transit, bicycles, and walking (5) Consider what related policies may be needed (e.g. reduce parking requirements for new developments).
Create safe thoroughfares for getting across town via protected multi-use paths	50	Directive			0.50		306	\$8.18	73,400	\$0	\$15,000	

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Explore micro mobility options for last-mile transportation to/from transit	51	Directive			0.50		475	\$35.11	17,100	\$0	\$0		
E: Zero Waste													
Continue 2020 zero waste actions	52				0.00		709	\$0.00	8,500	\$0	\$0		
F: Carbon Removal													
Research multiple options for achieving 10% carbon removal	53	Program			0.125		28,400	\$25.44	113,600	\$0	-\$710,000		
Explore plan for reforestation with Peninsula Open Space Trust (POST) or other partner	54	Program, Collaboration			0.125		9,457	\$16.32	37,800	\$0	-\$141,858	Research where state planted 9 million trees from Carbon Cap and Trade money allocation report	
Arbor Day mass tree planting	55	Program					9,457	\$10.00	37,800	\$0	-\$94,572	If every MP resident planted 10 trees per year for 10 years, we would sequester 10% of our annual GHG emissions	
Consider having City fund a Recology biochar program, inc. City tree trimmings	56	Directive					9,457	\$30.00	37,800	\$0	-\$283,716	Biochar sequesters carbon by turning dead trees and trimmings into charcoal that is then used as a healthy soil amendment	
G: Adaptation Measures													
Propose building moratorium or developer-funded escrow to cover building decommissioning cost in areas to be flooded deeper than 1 foot within 30 years	57	Ordinance			0.50	\$200,000		N/A	-	\$0	\$0		
H: Public Education													
Cooking class/demo with induction stove	58	Program, Collaboration			carry over			\$22.19	9,000	\$0	\$0		
Class for City residents: Zero Out Your Carbon Emissions	59	Program			carry over		1,081	\$23.12	8,600	\$0	\$0	Idea is to create a class for city residents (in the catalogue) that will show them how to reduce their carbon footprint. Intro: What are greenhouse gases and why are they warming our atmosphere? 1. How to calculate your carbon footprint 2. How to buy and drive an EV 3. How to install a heat pump and HPWH 4. How to choose and use an induction stove 5. How to install solar + batteries 6. How to choose low-carbon construction materials 7. How to create a Zero Waste home 8. How to repair your broken items, instead of throwing them out 9. How to buy carbon offsets and other sequestration options 10. How to use transit and "last mile" vehicles to get to transit 11. How to use ride share services	
Grand Total								4.6	Based on Future prices				
Cost/ FTE								\$100,000	Nat Gas	\$	2.00	Per Therm	
Costs								\$455,000	Gasoline	\$	3.40	Per Gallon	
								\$200,000.00	Electricity	\$	0.22	Per kWh	

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City of Menlo Park
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A: Municipal Greening												
Support Menlo Park school districts in transitioning to electric school buses (Not really municipal Greening since it's a separate school district)	60	Collaboration					127	\$0.00	3,000	\$1,600,000	-\$310,000	Improves student health, reduces air pollution, reduces GHGs and could provide power during grid outages. Council members meet w/ superintendents; request vehicle-to-grid charging capability for powering schools during power shut-offs
B: Commercial Greening												
Explore Petaluma-style moratorium on 1) new gas stations and 2) expansion of existing ones or, as an alternative, limiting the permitted life of underground fuel storage tanks	61	Ordinance					159	\$0.00	6,000	-\$50,000	-\$490,000	See Petaluma
Explore a NYC-style carbon emissions fee on buildings	62	Ordinance					2,596	\$0.00	104,000	\$10,500	\$50	
Ban gas-powered lawn equipment	63	Ordinance					15	\$0.00	-	\$300	\$7,292	Encourage county region and state to lead. Although this has tiny GHG savings it has large Nox and Sox pollutant savings
C: Residential Greening												
Announce an Arcata-style end date for the flow of natural gas in Menlo Park	64	Ordinance					86,465	\$0.00	3,458,600	\$11,250	-\$5,777	Assumes higher inc cost than burn-out ordinance because replaced equipment still has useful life
Consider expanding fire inspection to include gas appliances	65	Ordinance					7,471	\$0.00	149,400	\$0	\$0	
Consider Floor Area Ratio (FAR) bonus for passive house building construction	66	Ordinance					-	N/A	-	\$0	\$0	Passive House design increases energy efficiency of homes, important as temps rise with climate change and grid is stressed by increased demand
Decrease subsidies (free parking) and privileges (the ability to pollute roads) for gas cars	67	Ordinance					476	\$0.00	19,000	\$30,000	\$1,250,000	
Adopt ordinance prohibiting idling for vehicles with gas engines	68	Ordinance					286	\$0.00	5,700	\$0	\$0	
Announce gradual plan to make public parking for EVs only: 20%, 40%, 60%, 80%, 100%	69	Ordinance					5,714	\$0.00	160,000	\$8,000	\$81,524	
Increasingly restrict use of gas cars in city (not allowed on certain roads, parking lots)	70	Ordinance					5,714	\$0.00	160,000	\$8,000	\$81,524	

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City of Menlo Park
Moderate 3-yr Climate Action Plan - 2022

Action	Action #	Type of Action	Lead Dept/ Supporting Dept	Community Engagement Req'd	FTEs Required (per yr)	3-yr Non-Staff Costs (consultants, studies)	2030 Ann. GHG Reduced (tons/yr)	City Cost * (\$/ton)	2030 State-wide GHG Reductions Inspired by MP (tons/yr)	Upfront Incremental Cost to Participant** After Rebates	Net Savings to Participant**	Notes & Assumptions
Implement public safety rule on underground gasoline tanks	71	Ordinance					7,936	\$0.00	317,400	\$150,000	-\$1,770,000	
D: VMT Reduction												
End subsidies for parking downtown for all vehicles	72	Ordinance					317	\$0.00	12,700	\$405,000	\$10,545,000	
E: Zero Waste Initiatives												
Explore hyper management of fugitive methane emissions from landfill and composting facilities	73	Directive					2,250	\$8.00	90,000	\$180,000	-\$180,000	Could create local offsets for 10%
Update construction and demolition ordinance	74	Directive					189	\$0.00	2,300	\$600	-\$600	
Establish library of things to reduce waste, improve access and equity, and enhance community relations	75	Directive					50	\$180.00	2,000	\$90,000	\$22,500	
Establish a grant program to convert privately owned drinking fountains to bottle filling stations	76	Directive					84	\$0.00	1,700	\$4,000	\$21,000	
Grand Total 0 Cost/ FTE \$100,000 Costs \$ - 0								Based on Future prices Nat Gas \$ 2.00 Per Therm Gasoline \$ 3.40 Per Gallon Electricity \$ 0.22 Per kWh				

* City Cost = (staff cost + capital inv + operating savings or cost) / tons of CO2e saved. Negative number is good.

** Participant is emitter targetted by action, e.g. muni, business or resident

City of Menlo Park

Bold 1-yr Climate Action Plan - 2020

Action	Action #	Type of Action	Lead Dept/ Supporting Dept	Community Engagement Req'd	FTEs Required (per yr)	3-yr Non-Staff Costs (consultants, studies)	2030 Ann. GHG Reduced (tons/yr)	City Cost * (\$/ton)	2030 State-wide GHG Reductions Inspired by MP (tons/yr)	Upfront Incremental Cost to Participant** After Rebates	Net Savings to Participant**	Notes & Assumptions
B: Commercial Greening												
Adopt Petaluma-style moratorium on 1) new gas stations and 2) expansion of existing ones	61	Ordinance					159	\$0.00	6,000	-\$50,000	-\$490,000	See Petaluma
Prohibit use of gas vehicles for delivery (e.g. Amazon, FedEx, UPS)	77	Ordinance			0.5		1,438	\$4.97	40,269	\$45,000	\$150,000	
Adopt Marin limits on embodied carbon in construction and require materials that sequester carbon in all commercial, residential and municipal construction	78	Ordinance	Sustainability/ Building		0.5		6,286	\$0.80	377,000	\$1,200	-\$1,200	
C: Residential Greening												
Announce an Arcata-style end date for the flow of natural gas in Menlo Park	64	Ordinance					86,465	\$0.00	3,459,000	\$11,250	-\$5,777	Assumes higher inc cost than burnout ordinance because replaced equipment still has useful life
Announce gradual plan to make public parking for EVs only: 20%, 40%, 60%, 80%, 100%	69	Ordinance					5,714	\$0.00	160,000	\$8,000	\$81,524	
Increasingly restrict use of gas cars in city (not allowed on certain roads, parking lots)	70	Ordinance					5,714	\$0.00	160,000	\$8,000	\$81,524	
Implement public safety rule on underground gasoline tanks	71	Ordinance					7,936	\$0.00	317,000	\$150,000	-\$1,770,000	
Raise Nat Gas UUT to 3.5% (to fund electrification of low income households, municipal electrification program and other Council-directed GHG reductions)	6	Directive	Finance/ Sustainability		0.125		579	\$2.16	35,000	\$5,000	\$473	First step is to increase UUT rate on natural gas. City Council then decides where to apply funds: electrification (+ batteries?) in 1) day cares, 2) municipal buildings, 3) schools, 4) low income residents' homes.
D: VMT Reduction												
Explore options for VMT reduction and set a city goal	16	Ordinance	Transportation / Planning		0.5		5,714	\$0.88	228,500	-\$20,000	\$20,000	Consider adjusting zoning & land use regs to encourage mixed use, dense development near transit to reduce the number of cars and car trips due to commuting; reduce parking minimums for new development; rezone single-family to include multi-family; explore electric shuttle service between Belle Haven and Caltrain; expand network of multi-use paths; explore electric "last mile" options from transit to common destinations
Create safe thoroughfares for getting across town via protected multi-use paths	50	Directive			0.5		306	\$8.18	73,400	\$0	\$15,000	
End subsidies for parking downtown for all vehicles	72	Ordinance					316	\$0.00	12,700	\$405,000	\$10,545,000	
E: Zero Waste Initiatives												
Adopt Foodware Ordinance to reduce/eliminate plastics and single use disposable foodware	21	Ordinance			0		136	\$0.00	300	\$2,000	-\$2,000	San Mateo County has a model ordinance for compostable only and is willing to enforce on behalf of cities.
Apply single-use plastic prohibition to City operations	22	Directive			0		0	\$0.00	-	\$2,000	-\$2,000	

* City Cost = (staff cost + capital inv + operating savings or cost) / tons of CO2e saved. Negative number is good.

** Participant is emitter targetted by aciton, e.g. muni, business or resident

City of Menlo Park
Bold 1-yr Climate Action Plan - 2020

Action	Action #	Type of Action	Lead Dept/ Supporting Dept	Community Engagement Req'd	FTEs Required (per yr)	3-yr Non-Staff Costs (consultants, studies)	2030 Ann. GHG Reduced (tons/yr)	City Cost * (\$/ton)	2030 State-wide GHG Reductions Inspired by MP (tons/yr)	Upfront Incremental Cost to Participant** After Rebates	Net Savings to Participant**	Notes & Assumptions
Update solid waste ordinance to require recycling and composting services for all accounts	23	Ordinance			0		404	\$0.00	8,100	\$600	-\$600	
Implement zero waste requirements for new development in the Bayfront area	24	Directive			0		168	\$0.00	800	\$25,000	-\$25,000	
Explore hyper management of fugitive methane emissions from landfill and composting facilities	73	Directive					2,250	\$8.00	90,000	\$180,000	-\$180,000	Could create local offsets for 10%
Update construction and demolition ordinance	74	Directive					189	\$0.00	2,300	\$600	-\$600	
Establish library of things to reduce waste, improve access and equity, and enhance community relations	75	Directive					50	\$180.00	2,000	\$90,000	\$22,500	Include: toys, kitchen appliances and tools
Establish a grant program to convert privately owned drinking fountains to bottle filling stations	76	Directive					84	\$0.00	1,700	\$4,000	\$21,000	
F: Carbon Removal												
Research multiple options for achieving 10% carbon removal	53	Program			0.125		28,400	\$25.44	113,600	\$0	-\$710,000	
G: Adaptation Measures												
Propose building moratorium or developer-funded escrow to cover building decommissioning cost in areas to be flooded deeper than 1 foot within 30 years	57	Ordinance			0.5	\$200,000	-	N/A	-	\$0	\$0	
Monitor and participate in County preparations for sea level rise	25	Directive	Public Works		0.05		-	N/A	-	\$100,000,000	-\$100,000,000	Strongly recommend that Council request quarterly update from Public Works on City's plans and projected cost for addressing Sea Level Rise

Grand Total 2.8
Cost/ FTE \$100,000
Costs \$280,000 \$ 200,000

Based on Future prices			
Nat Gas	\$	2.00	Per Therm
Gasoline	\$	3.40	Per Gallon
Electricity	\$	0.22	Per kWh

* City Cost = (staff cost + capital inv + operating savings or cost) / tons of CO2e saved. Negative number is good.
** Participant is emitter targetted by aciton, e.g. muni, business or resident

Model Assumptions

Captured below are key assumptions used throughout this model. Input cells are marked in yellow.

City Staff FTE Cost	\$100,000	per year
---------------------	-----------	----------

Fossil Fuel Assumptions			
Type	Units	GHG Emissions (CO2e lbs/unit)	2020 Future Price Projection (\$/unit)
Natural Gas	therms	11.7	\$2.00
Gasoline	gallons	19.6	\$3.40
Electricity	kWh		\$0.22

Equipment Efficiency Assumptions	
Equipment Type	Efficiency Ratio (BTUs out/BTUs in)
Electric Heat Pump	3.5
Natural Gas Furnace	0.8

2017 City-Wide Annual GHG Emissions by Source*				
Building Source	Natural Gas Emissions (tons/year)	Electricity Emissions (tons/year)	Building Emitter**	Number of Building Emitters**
Municipal Buildings + Pools	865	-	The City	1
Commercial Buildings	53,414	23,467	Commercial Building Owners	700
Houses + Apartments	32,186	7,013	Homeowners + Landlords	14,000
Community Buildings Emissions	86,465	30,481	All Building Owners	14,701
Vehicle Source	Gasoline & Diesel Emissions (tons/year)		Vehicle Emitter**	Number of Vehicle Emitters**
Municipal Vehicles	496		The City	1

Appendix: B Assumptions

Commercial Vehicles	35,954		Business Owners with Fleets	3,000
Residential Vehicles	122,265		Households w/ Gas Vehicles	13,500
Community Vehicle Emissions	158,715		All Vehicle Owners	16,501
Waste Source	Waste Emissions (tons/year)		Waste Emitter**	Number of Waste Emitters**
Ox Mountain Landfill (active)	8,424		All Building Owners	14,701
Plastic Foodware			Restaurants	200
Marsh Road Landfill (retired)	5,000		The City	1
TOTALS				
Total City-Wide Emissions	284,085		All Bulding Owners	14,701
City-Wide Building & Vehicle Emissions (excl. Waste)	275,661		All Vehicle Owners	16,501

* Taken from December 2019 Sustainability Staff Report on Menlo Park Greenhouse Gas Inventory

** A target "emitter" is an entity that has decision-making authority over an emissions source and therefore may be a target "participant" in CAP policies and programs From [GHG inventory summary 2005-2017t.xlsx]bucket'

Building Emitter Qty Breakdown

Building Type	Number of Building Emitters**
Multi-Family Buildings	200
Multi-Family Units	2,000
Single Family Dwellings	12,000
Accessory Dwelling Units	100
Commercial + Multi-Family Buildings	900

Embodied GHG Emissions from Construction Activities in Community Buildings

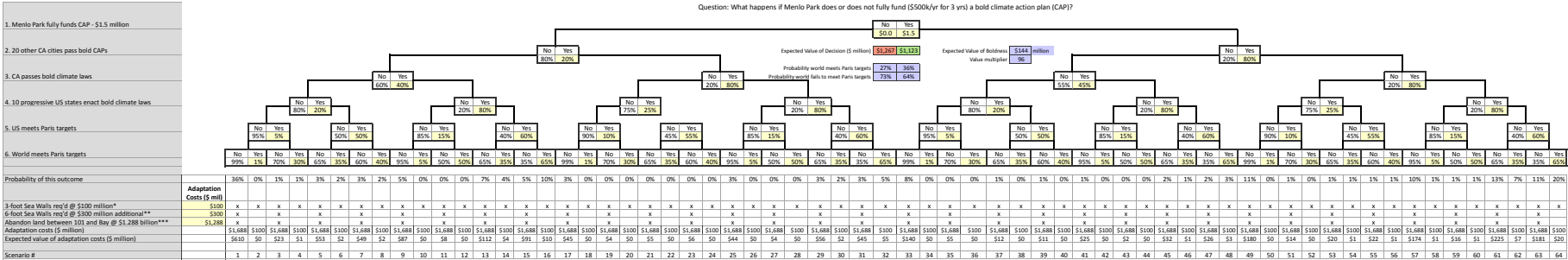
Building Type	Number of Building Owners	Avg. Sq. Footage per Building Owner	% of Building Owners Who Remodel or Build Each Year	Construction Volume (sq ft/year)	Embodied GHG Emissions in Construction Materials (CO2e lbs/sq ft)	Embodied Construction GHG Emissions (tons CO2e)	Number of Building Owners Who Build Each Year
Municipal Buildings + Pools	1	1,200,000	1%	12,000	100	600	0.01
Commercial Buildings	700	20,000	5%	700,000	100	35,000	35

Appendix: B Assumptions

Households	14,000	2,000	5%	1,400,000	60	42,000	700
TOTAL				2,112,000		77,600	735

Expected Value of Menlo Park Expenditures on Climate Action Plan + Related Adaptation Measures - 64 Scenarios and Probabilities

Question: What happens if Menlo Park does or does not fully fund (\$500k/yr for 3 yrs) a bold climate action plan (CAP)?

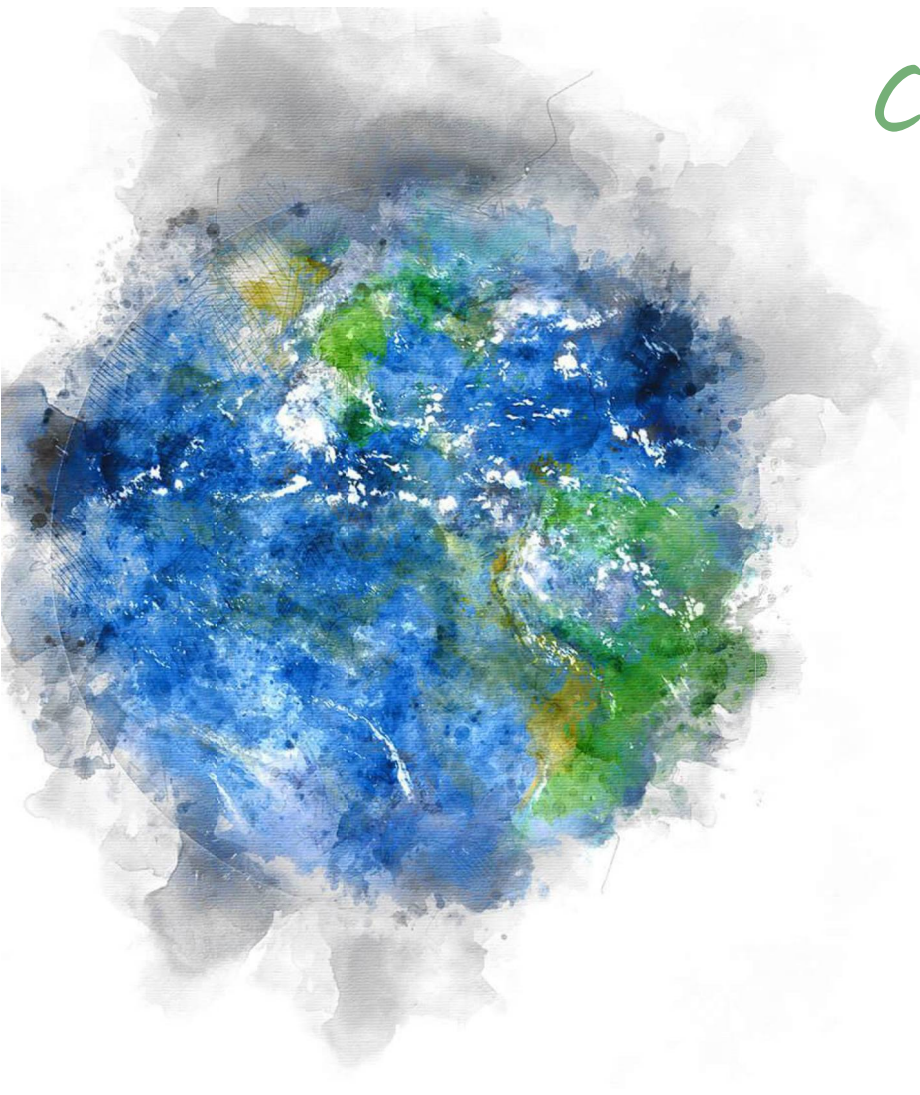


* Source: "Public Draft Feasibility Report, SAVER Bay Project Strategy to Advance Flood Protection, Ecosystems and Recreation along San Francisco Bay State Palo Alto and Menlo Park (Task Order 1) October 2016," p. 37/40, http://www.dcdia.org/documents/SAFER_Bay_Public_Draft_Feasibility_Report_Summary_Oct_2016.pdf
 ** http://www.dcdia.org/documents/SAFER_Bay_Public_Draft_Feasibility_Report_Summary_Oct_2016.pdf
 *** Estimation." The Journal of Marine Science and Engineering, p. 12 shows that increase levee height by 2x results in 4x increase in cost.
 **** https://www.seachange.net/profile/danella_hirschfeld/publication/320011122 Choosing_a_Future_Shoreline_for_the_San_Francisco_Bay_Strategic_Coastal_Adaptation_Insights_from_Cost_Estimation_Insights-to-a-Future-Shoreline-for-the-San-Francisco-Bay-Strategic-Coastal-Adaptation-Insights-from-Cost-Estimation.pdf?oi=ien-publication-detail
 ***** Source: "County of San Mateo Sea Level Rise Vulnerability Assessment, March 2018," p. 139. https://seachangeinsight.org/wp-content/uploads/2018/03/2018-03-12_SLR_VA_Report_22018_WEB_FINAL.pdf

From: Sally Casas
To: [CC Public Comment](#)
Subject: Virtual workshop 01/29/21
Date: Friday, January 29, 2021 10:58:52 AM

Equity and access...

WARNING: This message is from an external user. Confidential information such as social security numbers, credit card numbers, bank routing numbers, gift card numbers, wire transfer information and other personally identifiable information should not be transmitted to this user. For question, please contact the Morgan Hill IT Department by opening a new helpdesk request online or call 408-909-0055.



Council Priority Setting 2021-22:

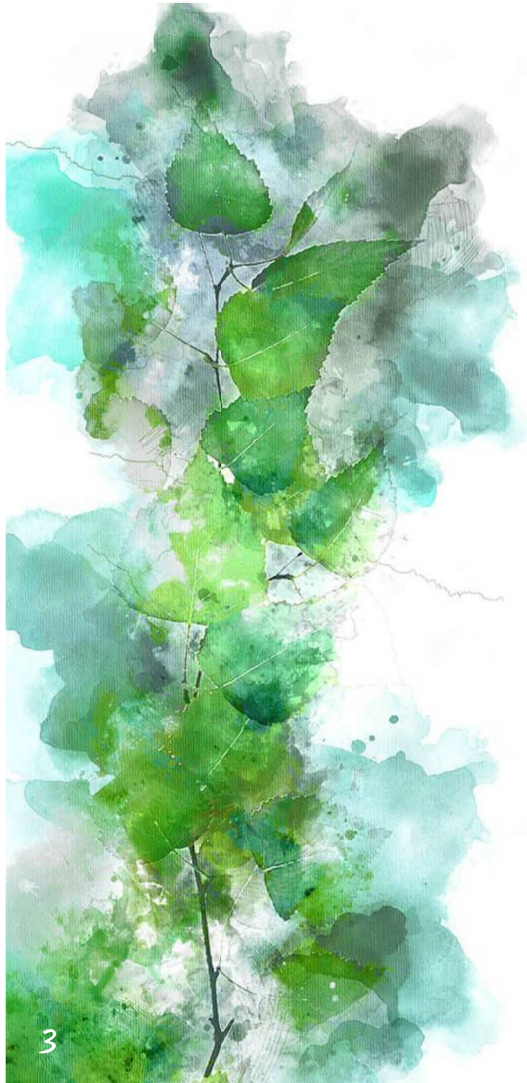
Adopting a Climate Action Plan



MHYCAT

Morgan Hill Youth Climate Action Team

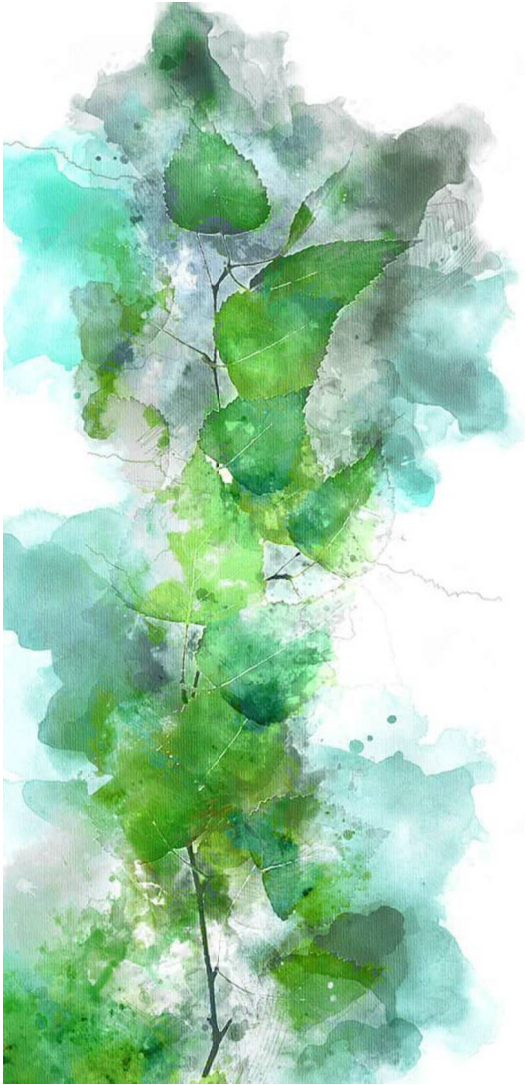
Mission: Educate and empower high school students in Morgan Hill to advocate and enact necessary action for our climate.



Congratulations!

Morgan Hill City Council took initiative to implement necessary policies to combat climate change. We applaud you on:

- *Natural Gas Ban*
- *Joining SVCE*
- *2020 Building Code*



What is a CAP?

CAP = Climate Action Plan

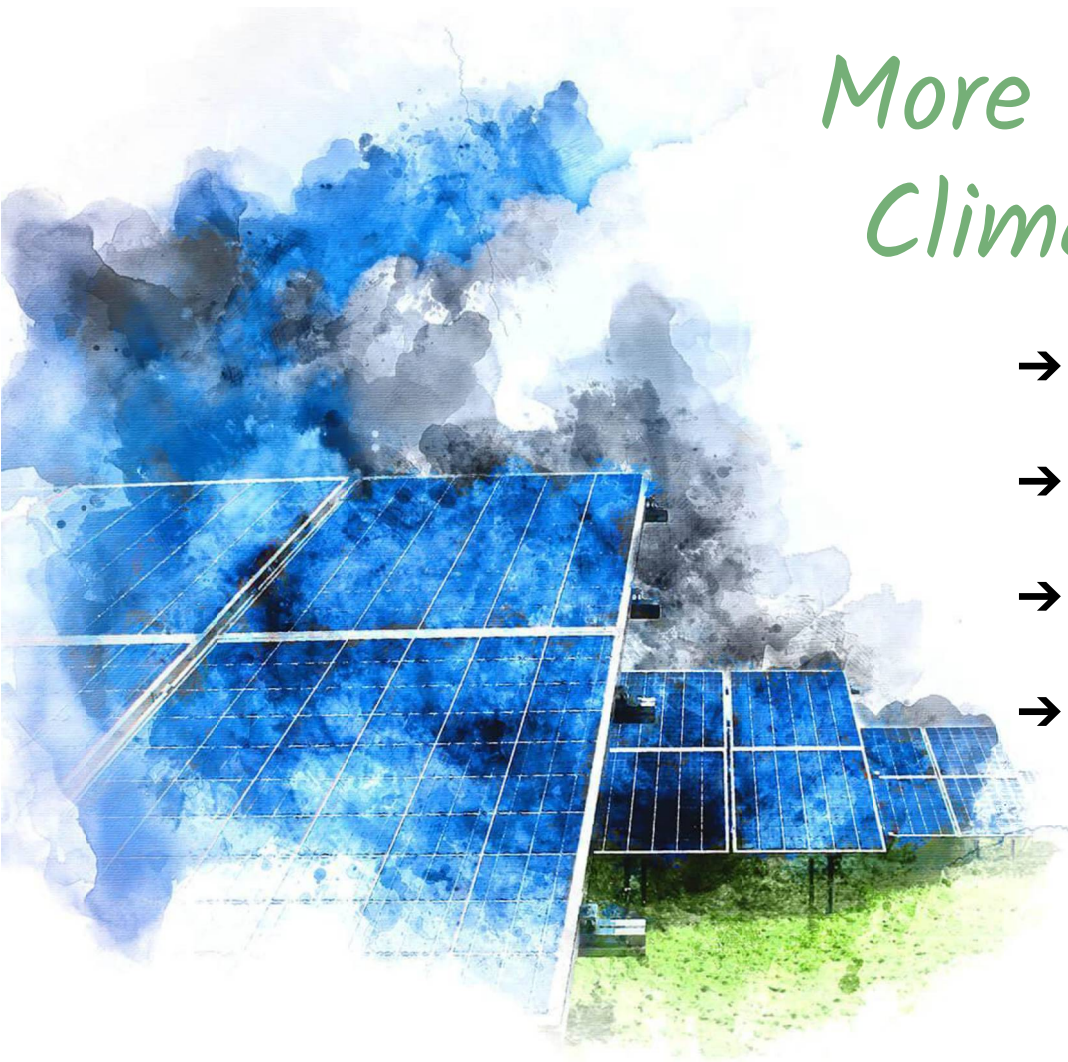
- Environmental legislation created and adopted by a city designed to eliminate greenhouse gas emissions and ensure more sustainable practices.

Why: Best method for a city to become more environmentally conscious and sustainable.



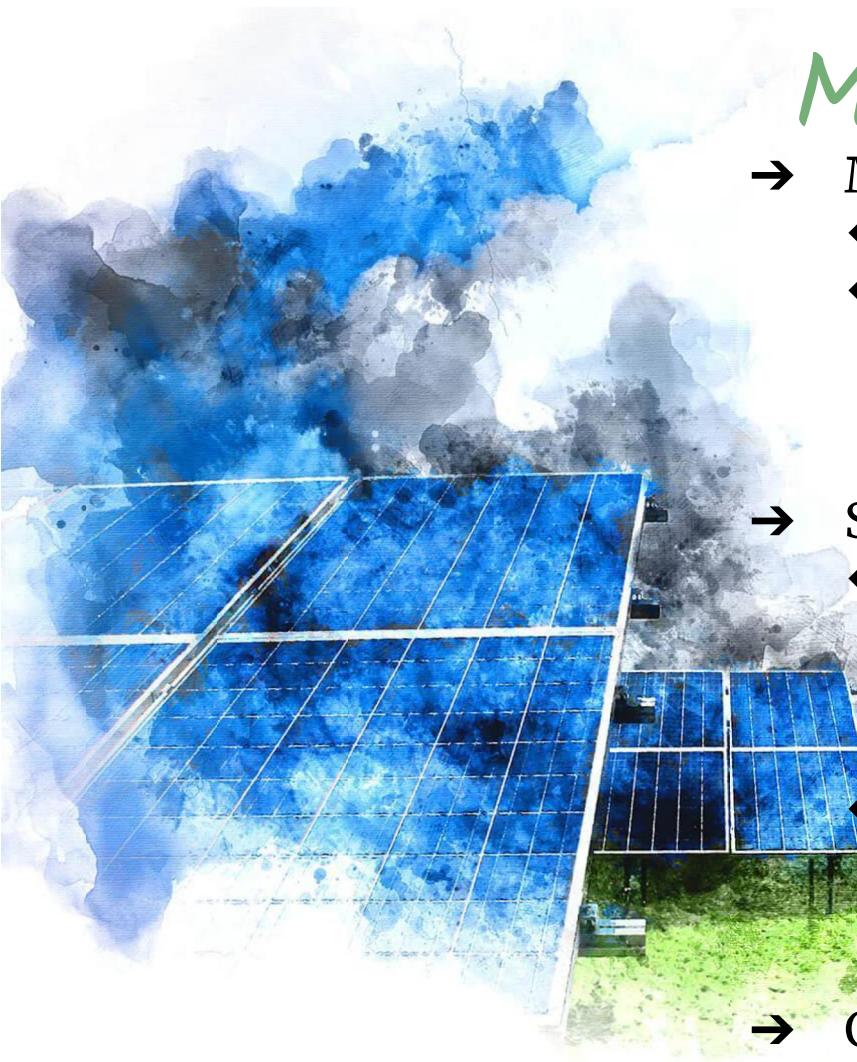
A Climate Dependent on Proactive Change:

- Droughts
 - ◆ 2014-2015
- Floods
 - ◆ 2017 Coyote Creek
- Wildfires
 - ◆ 2020 Evacuations



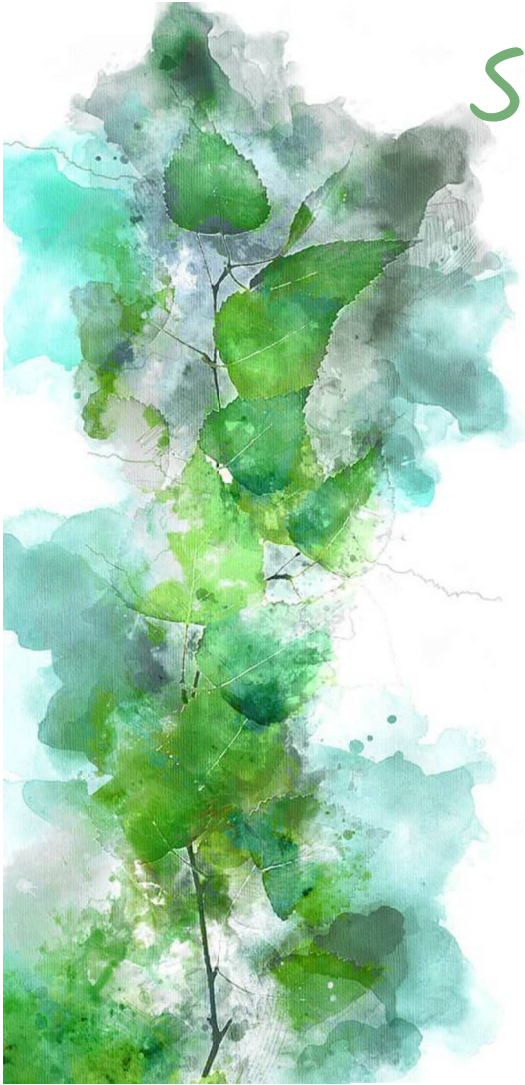
More Advantages of a Climate Action Plan

- Economic competition in South Valley
- Can help to attract businesses and homeowners
- Will improve our transit systems
- Climate can't wait until we recover from COVID



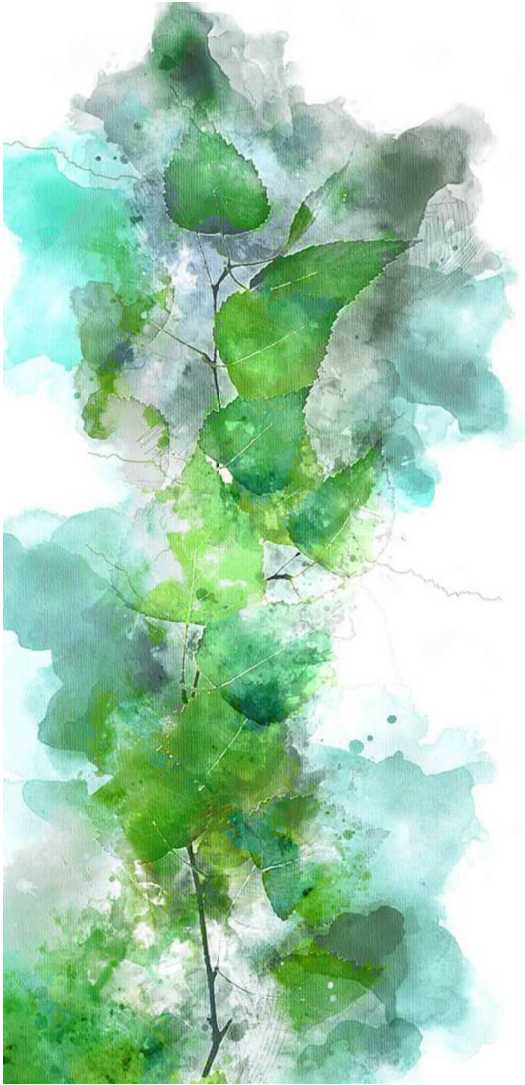
Menlo Park Model

- Menlo Park's climate action plan:
 - ◆ Passed in 2020
 - ◆ Written primarily by civilians (of Environmental Quality Commission)
 - No consultants and minimal staff time
- Structure:
 - ◆ A few large, impactful projects now
 - Large environmental impact
 - Generally more long-term
 - Minimal resources
 - ◆ Subsequent smaller actions in the future
 - Less environmental impact for each action but ensures a comprehensive strategy
- Cost-effective and proactive



Solutions: Water Conservation

- Rebates for low flow water technology usage
 - ◆ Waterpik shower head emits 1.8 gallons of water per minute, avg. shower head flow rate is 2.1 gallons per minute (according to Home Water Works)
 - ◆ Beneficial for fighting droughts
- Greywater systems
 - ◆ Water District Rebates offered!
- Sustainable drainage
 - ◆ Grass would soak water, prevent flooding



Solutions: Transit

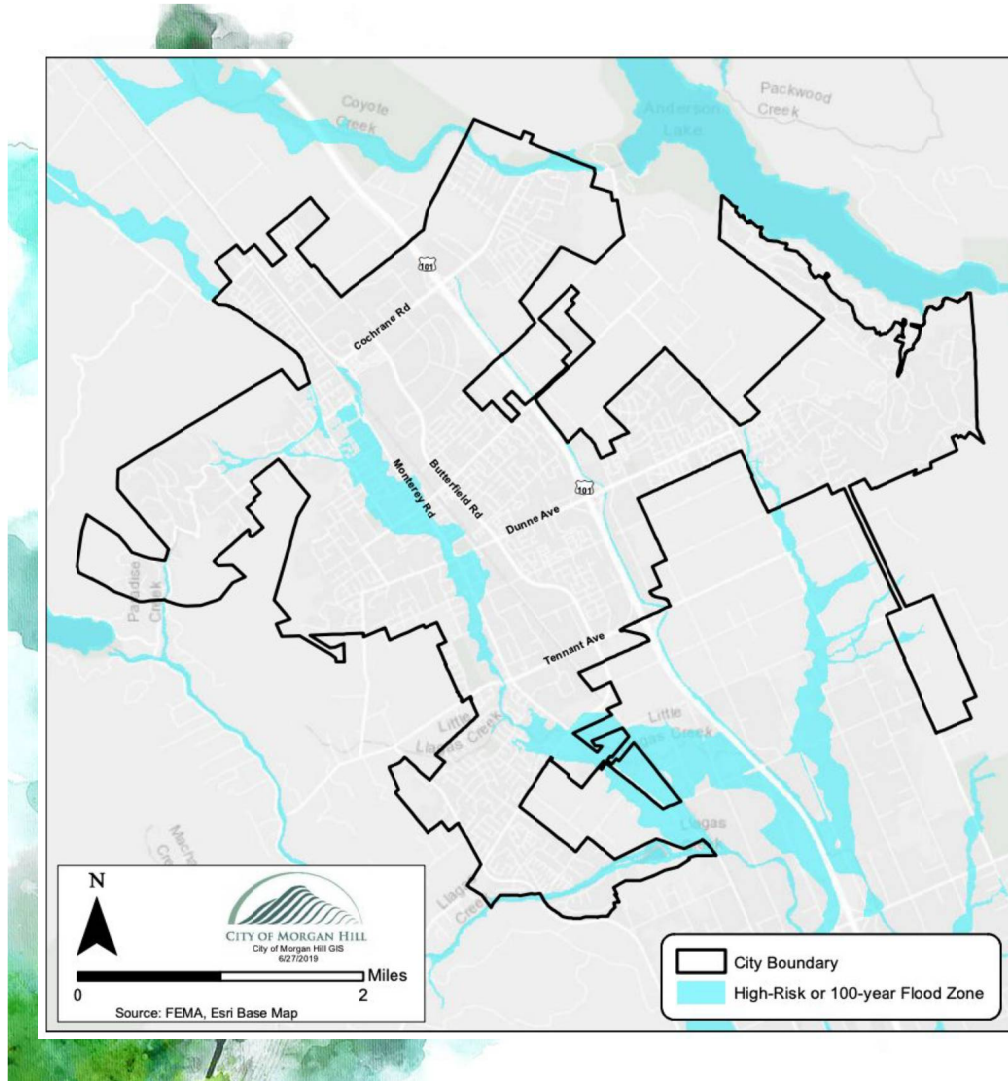
- Expand rideshare programs through Morgan Hill
 - ◆ Work closely with VTA and CalTrain to expand access to Morgan Hill
- Encourage biking and pedestrian traffic through town
 - ◆ May reduce around 2% of vehicle miles traveled in Morgan Hill
 - ◆ Directive, no large cost to the city and savings for the community in the tens of thousands



“ Youth will ultimately inherit the consequences of the action we take for climate now – for years ahead in our future.

Will we inherit not only a livable world, but a resilient community working towards sustainable climate?

Will you consider adopting a Climate Action Plan for 2021-2022 priorities?



2019 Map of Morgan Hill, Flood Report

	City	Limits	Contribution Limit		adjustments
			Amount	AB571	
1	Cupertino	No	state default		
2	Los Altos	No	state default		
3	Los Gatos	no	state default	yes	will consider setting own limits in the future
4	Campbell	yes	State	yes	
5	Fremont	yes	\$640	no	increase per CPI every 2 years
6	Gilroy	yes	\$1 per resident (\$750 max from one source)	no	
7	Mountain View	yes	\$27,094	no	adjusted per CPI
8	Sunnyvale	yes	State	Yes	
9	Los Altos Hills	No			
10	Santa Clara	yes	\$300/\$620		No limit on contribution made to own campaign
11	San Jose	yes	\$500		adjusted per CPI
12	Palo Alto	No			no limit by ordinance
13	Milpitas				
14	Saratoga	No	state default		
15	Monte Sereno	No	state default		
	Rosemead	Yes	State	Yes	
	Monrovia	Yes	State	Yes	
	Avalon	No			
	La Habra	Yes	State	Yes	
	Malibu	Yes	\$250	No	
	Laguna Hills	Yes	\$1,000	No	
	Berkley	Yes	\$250 -Individual \$0 - business	No	
	LaFayette	No			
	Norwalk	No			
	Chico	Yes	\$500	No	Full disclosure even if \$1
	Pacifica	No			
	Whittier	No			
	Paramount	No			
	Covina	No			
	Newport Beach	Yes	\$1,200	No	adjusted per CPI
	Agoura Hills	Yes	\$250	No - 1989	
	Orange	Yes	\$1,000	No	
	San Juan Capistrano	Yes	\$580	No	
	Santa Cruz	Yes	\$400	No	Increases \$50 every 5 years
	Upland	Yes	\$1,000	No	
	Santa Monica	Yes	\$340	No	Increases per COLA every 5 years
	Redwood City	Yes	\$1,000	No	



Annual Goal Setting Workshop Agenda City Council

Rich Constantine - Mayor
John McKay - Mayor Pro Tem
Gino Borgioli - Council Member
Yvonne Martinez Beltran - Council Member
Rene Spring - Council Member

Friday, January 29, 2021 1:00 pm
Saturday, January 30, 2021 9:00 am

Virtual Meeting

CITY COUNCIL ANNUAL GOAL SETTING WORKSHOP

A Special Meeting of the City Council is called Friday, January 29, 2021 at 1:00 pm for the purpose of conducting the Annual Goal Setting Workshop and Saturday, January 30, 2021 at 9:00 am for the continuation of the Annual Goal Setting Workshop.

VIRTUAL MEETING GUIDELINES AND PUBLIC COMMENT

In accordance with Executive Order N-25-20 and guidance from the California Department of Public Health on gatherings, remote public participation is allowed. Physical meetings will not be in the City Council Chamber until further notice.

City Council meetings will be live streamed on Channel 17, on the City's website and on the City's Facebook page. Those members of the community that would like to participate in the meetings remotely may do so by join the virtual meeting at: <https://bit.ly/MHCityCouncilMeeting> or by calling in to: (669) 900-9128, then enter the webinar id: 873 3200 8380#.

Public comment may be provided in the following ways:

- Join the virtual City Council meeting via the link above, when public comment is opened, raise your virtual hand and be called upon to speak for up to 3 minutes
- Join the virtual meeting by calling in to the number above, dial *9 to raise your hand and be called upon to speak for up to 3 minutes
- Send public comments in writing to the City Clerk at ccpubliccomment@morganhill.ca.gov <<mailto:ccpubliccomment@morganhill.ca.gov>>

* Please note that comments made on Facebook are not considered public comment.

CALL TO ORDER

Mayor Constantine

ROLL CALL ATTENDANCE

City Clerk Bigelow

DECLARATION OF POSTING OF AGENDA

Per Government Code Section 54954.2
City Clerk Bigelow

PUBLIC COMMENT

Members of the public are entitled to address the City Council concerning any item within the Morgan Hill City Council's subject matter jurisdiction. Public comments are limited to no more than three minutes. Except for certain specific exceptions, the City Council is prohibited from discussing or taking action on any item not appearing on the posted agenda. (See additional noticing at the end of this agenda)

ADOPTION OF AGENDA

GOAL SETTING WORKSHOP

1. CITY COUNCIL GOAL SETTING WORKSHOP

Recommendation:

1. Review 2020 Accomplishments;
2. Review and discuss City Council Norms, Policies, Procedures, Protocols, and Legal and Administrative Considerations;
3. Review and discuss 2020 - 2021 Sustainable Morgan Hill, including Vision, Ongoing Priorities, Strategic Priorities, and Staff Work Plan;
4. Receive updates on: Budget, Climate Action, Fire, Police, Development Projects, and Communications and Engagement;
5. Discuss upcoming redistricting process; and
6. Review Council Follow-up/Future Business Items

ADJOURNMENT TO SATURDAY, JANUARY 30, 2021 AT 9:00 AM

SATURDAY, JANUARY 30, 2021 9:00 AM

GOAL SETTING WORKSHOP CONTINUED

Continuation of the January 29, 2021 City Council Goal Setting Workshop.

PUBLIC COMMENT

Members of the public are entitled to address the City Council concerning any item within the Morgan Hill City Council's subject matter jurisdiction. Public comments are limited to no more than three minutes. Except for certain specific exceptions, the City Council is prohibited from discussing or taking action on any item not appearing on the posted agenda. (See additional noticing at the end of this agenda)

ADJOURNMENT

NOTICE

Any documents produced by the City and distributed to the majority of the City Council less than 72 hours prior to an open meeting, will be made available for public inspection at the City Clerk's Counter at City Hall located at 17575 Peak Avenue, Morgan Hill, CA, 95037 and at the Morgan Hill Public Library located at 660 West Main Avenue, Morgan Hill, California, 95037 during normal business hours. (Pursuant to Government Code 54957.5)

PUBLIC COMMENT

Members of the Public are entitled to directly address the City Council concerning any item that is described in the notice of this meeting, before or during consideration of that item. If you wish to address the Council on any issue that is on this agenda, please complete a speaker request card located in the foyer of the Council Chambers and deliver it to the Minutes Clerk prior to discussion of the item. You are not required to give your name on the speaker card in order to speak to the Council, but it is very helpful. When you are called, proceed to the podium and the Mayor will recognize you. If you wish to address the City Council on any other item of interest to the public, you may do so during the public comment portion of the meeting following the same procedure described above. Please limit your comments to three (3) minutes or less.

Please submit written correspondence to the Minutes Clerk, who will distribute correspondence to the City Council.

Persons interested in proposing an item for the City Council agenda should contact a member of the City Council who may plan an item on the agenda for a future City Council meeting. Should your comments require Council action, your request may be placed on the next appropriate agenda. Council discussion or action may not be taken until your item appears on an agenda. This procedure is in compliance with the California Public Meeting Law (Brown Act) Government Code §54950.

City Council Policies and Procedures (CP 03-01) outlines the procedure for the conduct of public hearings. Notice is given, pursuant to Government Code Section 65009, that any challenge of Public Hearing Agenda items in court, may be limited to raising only those issues raised by you or on your behalf at the Public Hearing described in this notice, or in written correspondence delivered to the City Council at, or prior to the Public Hearing on these matters.

The time within which judicial review must be sought of the action by the City Council, which acted upon any matter appearing on this agenda is governed by the provisions of Section 1094.6 of the California Code of Civil Procedure.

For a copy of City Council Policies and Procedures CP 97-01, please contact the City Clerk's office (408) 779-7259, (408) 779-3117 (fax) or by email cityclerk@morganhill.ca.gov.

AMERICANS WITH DISABILITIES ACT (ADA)

In compliance with the Americans with Disabilities Act, if you are a disabled person and you need a disability-related modification or accommodation to participate in this meeting, please contact the City Clerk's Office at (408)779-7259, (408)779-3117 (fax) or by email cityclerk@morganhill.ca.gov. Requests must be made as early as possible and at least two-full business days before the start of the meeting.

SUSTAINABLE MORGAN HILL



VISION

To sustain a safe, inclusive, socially responsible, environmentally conscious, and economically sound community

Choose Morgan Hill

The City of Morgan Hill is the best community for people to live, work, visit, and operate their businesses.

City Council Ongoing Priorities

- Enhancing Public Safety
- Protecting the Environment and Preserving Open Space and Agricultural Land
- Maintaining Infrastructure
- Supporting our Youth, Seniors, and Entire Community
- Fostering a Positive Organizational Culture
- Preserving and Cultivating Public Trust
- Preserving our Community History
- Enhancing Diversity and Inclusiveness
- Advancing Regional Initiatives

2020-2021 Strategic Priorities

- **Fiscal Sustainability**
- Affordable Housing and Homelessness
- Community Engagement and Messaging
- Economic Development
- Transportation



These strategic priorities were established prior to the COVID-19 pandemic. In light of recent events, we recognize that all of these goals and priorities will be viewed through the lens of the global pandemic, and we will continue to have equity, public health, and financial responsibility in mind.



CITY COUNCIL STAFF REPORT

MEETING DATE: January 29, 2021

PREPARED BY: Christina Turner, City Manager

APPROVED BY: City Manager

CITY COUNCIL GOAL SETTING WORKSHOP

RECOMMENDATION(S)

1. Review 2020 Accomplishments;
2. Review and discuss City Council Norms, Policies, Procedures, Protocols, and Legal and Administrative Considerations;
3. Review and discuss 2020 - 2021 Sustainable Morgan Hill, including Vision, Ongoing Priorities, Strategic Priorities, and Staff Work Plan;
4. Receive updates on: Budget, Climate Action, Fire, Police, Development Projects, and Communications and Engagement;
5. Discuss upcoming redistricting process; and
6. Review Council Follow-up/Future Business Items

LINKS/ATTACHMENTS:

1. Detailed Goal Setting Workshop Agenda 2021
2. "Attributes of Exceptional Councils" by Institute for Local Governments
3. "How Effective City Councils Work Together" by Shawn Spano, PhD
4. City Council Norms
5. City Council Policy 97-01 Rules for Conduct of City Council Meetings
6. 2020-2021 Sustainable Morgan Hill
7. Climate Action Planning Background
8. City Council Policy 03-02 Ex Parte Contacts
9. Campaign Contribution Limits Bill and Summary



City Council Goal Setting Workshop

January 29 & 30, 2021

ATTACHED MATERIALS:

- “Attributes of Exceptional Councils” by Institute for Local Governments
- “How Effective City Councils Work Together” by Shawn Spano, PhD
- City Council Norms
- City Council Policy 97-01 Rules for the Conduct of City Council Meetings
- 2020-2021 Sustainable Morgan Hill
- Climate Action Planning Background
- City Council Policy 03-02 Ex Parte Contacts
- Campaign Contribution Limits Bill and Summary

FRIDAY, JANUARY 29, 2021

Time	Topic	Presenter
1:00 PM-2:00 PM	1. Welcome	
	1.1 Welcome	Mayor Constantine & Christina Turner
	1.2 Council Introductions and Team Building Exercise	Christina Turner
	1.3 Purpose of Goal Setting Workshop, Preview Agenda and Format	Christina Turner
	1.4 Review of 2020 Accomplishments	Leadership Team
	1.5 Public Comment	Mayor Constantine
2:00 PM-3:30 PM	2. Council Norms, Policies, Procedures, and Protocols	
	2.1 Summary of Council Member Interviews	Shawn Spano
	2.2 City Council Norms	Spano/Turner
	2.3 City Council Policy Considerations	Mayor/Turner
	2.3a Public Comment at Meetings	Mayor/Larkin/Turner
	2.3b. Council Reports at Meetings	Mayor/Larkin/Turner
	2.3c Other City Council Meeting Protocols	Mayor/Larkin

3:30 PM-4:30 PM 3. Sustainable Morgan Hill

3.1 Review of Sustainable Morgan Hill 2020-2021 Spano/Turner

3.2 Review of 2020-2021 Strategic Priorities Workplan Turner

- **Fiscal Sustainability**
- Affordable Housing and Homelessness
- Community Engagement and Messaging
- Economic Development
- Transportation

4:30 PM-5:00 PM 4. Redistricting

4.1 Discuss Upcoming Redistricting Process Bigelow

SATURDAY, JANUARY 30, 2021**9:00 AM-10:30 AM 5. Fiscal Sustainability**

5.1 Budget Update Turner/Nguyen

5.2 Funding Priorities for Local Government Turner/Ghione

10:30 AM-11:00 AM 6. Climate Action

6.1 Review City's Climate Action Planning Anthony Eulo

11:00 AM-12:00 PM 7. Legal and Administrative Considerations

7.1 Brown Act Don Larkin

7.2 City Council Actions Don Larkin

7.3 Ex Parte Contacts/Quasi-Judicial Don Larkin

7.4 Campaign Limits Michelle Bigelow

1:00 PM-2:30 PM 8. Briefings

8.1 Fire Update Chief Hess

8.2 Police Update Chief Palsgrove

8.3 Development Projects Update Ramirez/Carman

2:30 PM-3:30 PM	9. Communications and Engagement	
	9.1 City Communications and Engagement	Maureen Tobin
	9.2 Social Media	Tobin/Larkin
3:30 PM-4:00 PM	10. On the Horizon	
	10.1 Review of Council Follow-Up/Future Business Items	Christina Turner
	10.2 Other: Broadband, Industrial Ordinance, County Solid Waste Opportunity, Housing, and Development Fee Update	Leadership Team
4:00 PM-5:00 PM	11. Goal Setting Wrap Up	

Attributes of Exceptional Councils

Leading public organizations and governing with colleagues on a council is a challenging art of community service. The Institute recognizes that many aspects of leadership and governance are not intuitive. This piece is intended to provide councilmembers and city managers insight into the attributes of exceptional councils as well as provide practical tips to help them become exceptional.

1. Exceptional councils develop a sense of team – a partnership with the city manager to govern and manage the city

The mayor, councilmembers and city manager see themselves and work as a team as they undertake a series of tasks to further their common purpose. The individual team members work in a coordinated and collaborative manner with a high degree of respect, trust and openness. The team values diversity in style and perspective. The team thinks and acts strategically as it examines issues/situations and decides on a course of action serving their city's mission and goals.

KEY CHARACTERISTICS

- Successfully transition from candidate to a member of the council.
- Become a champion of the city. Make decisions based on the needs and interests of the community at-large / the greater good.
- Develop, communicate and support policy goals and council decisions.
- Demonstrate a willingness to work collaboratively (as a team) and have a citywide perspective.

BEST PRACTICE TIPS

Build capacity to create a more effective team. The governance team (mayor, councilmembers and city manager) should get to know each other; how each person approaches issues, decision making style and so on. This can be accomplished at annual meetings or workshops through-out the year. In the event that councilmembers disagree, clear ground rules (norms of behavior and practice) can help quell acrimony before it becomes a problem. It's important to remember that trust is built around understanding and respect, not necessarily agreement.

2. Exceptional councils have clear roles and responsibilities that are understood and adhered.

Exceptional councils understand their role is to serve as policy maker - to represent the values, beliefs and priorities of their community while serving in the community's best interest. They carry out a variety of responsibilities including: developing and adopting a vision for the city; focusing and aligning plans, policies, agreements and budgets in furtherance of this vision; and holding themselves and the city manager accountable for results.

Exceptional councils understand that the city manager is responsible for the day-to-day operations of the city. The city manager is responsible for undertaking and accomplishing the policy objectives of the council. Exceptional councils recognize the subject matter expertise of staff and utilize their knowledge and experience to guide and inform decision making.

KEY CHARACTERISTICS

- Understand the role of local government and their responsibilities.
- Know their role- to set vision and policy, avoid micromanagement.
- Councilmembers should strive to be informed about the issues facing the city and be prepared to ask questions of staff and each other.

BEST PRACTICE TIPS

Create a shared understanding of the city manager's role and the council's expectations to optimize the working relationships. This shared understanding is informed by local charter and ordinance provisions that provide the overall framework for the relationship. The council should make time to have conversations during retreats and or study sessions to define and/or reveal and refine their role and responsibilities. Since role clarity between the city council and city management is critical to mutual success, having clear protocols helps avoid misunderstandings.

3. Exceptional councils honor the relationship with staff and each other

Exceptional councils understand that a good working relationship with staff is vital for the city to be run successfully. Exceptional councils treat each other and staff with dignity and respect. They act with civility and a high level of professional decorum. Councilmembers build trust by not playing the “gotcha game” and strive to have a no secrets, no surprises approach as an operating norm. Finally, they respect the diversity of styles and perspectives among their colleagues and staff and are open to new ideas.

KEY CHARACTERISTICS

- Councilmembers have the ability to respectfully disagree (to disagree without being disagreeable). They are able to leave it at the dais; debates are about policy, not personality.
- Exceptional councilmembers reflect positive decorum/model of leadership by providing respectful tone with colleagues.
- Establish a set of behaviors ahead of time, potentially documented in a code of conduct, to help promote civility and respect.

BEST PRACTICE TIPS

Set council priorities and strategic goals at an annual meeting; these goals and priorities are a tool to guide the city manager and staff on where to focus their efforts. This annual meeting provides time for the council to reflect on community priorities as well as offer an opportunity to discuss their decorum and their relationship among each other and the relationship between the city manager/staff and the council.

4. Exceptional councils routinely conduct effective meetings

Open and public meetings are central to democratic decision-making. Exceptional councils master the art of effective meetings. They develop and adhere to meeting protocols and processes. They spend time planning and organizing the agenda with the aim of having a more focused meeting. They allocate the council's time and energy appropriately (focused on the council's role and responsibilities) and meeting short- and long-term priorities. They honor the public's participation and engagement and they generally start on time and are held during reasonable hours.

Exceptional councils use public meetings not only for their intended purpose, information sharing and decision-making,

KEY CHARACTERISTICS

- Councilmembers are respectful of each other, the public and everyone's time.
- Councilmembers use engaging body language as a way to demonstrate respect.
- Issues are not personalized, thoughtful dialogue is the objective.
- Agenda packets are read, councilmembers come prepared and have an open mind
- Respect is demonstrated for varied opinions.
- Everyone strives to be civil and act with decorum.

but they also use the meeting to demonstrate respect and civility for each other, staff and the public. Exceptional councilmembers prepare in advance of the meeting, remain focused on the city goals and objectives and mindful of their role and responsibilities.

BEST PRACTICE TIPS

Develop and adopt (with regular reviews and updates), guidelines for conducting meetings and making decisions. These governance protocols typically address meeting procedures (agenda preparation, how to put issues on the agenda, debate and voting procedures (parliamentary rules) and standards of decorum (civility)). As part of a regular self-assessment, councils should evaluate their meetings and their effectiveness and adjust behavior and practices for better results.

5. Exceptional councils hold themselves and the city accountable

Exceptional councils operate openly, ethically and work to engage the community in a myriad of decisions impacting the prosperity and well-being of their community. Toward that end, exceptional councils consistently provide short- and long-term strategic direction and goals, as well as provide budget, program and policy oversight.

Exceptional councils hold themselves accountable for the conduct, behavior and effectiveness of the council. They establish clear priorities and goals and hold the city manager accountable for results. And finally, they embrace accountability as a process and tool to calibrate ongoing efforts to address and meet policy and program objectives.

KEY CHARACTERISTICS

- Councilmembers operate ethically and with integrity.
- Councils conduct team building / goal setting exercise to track progress towards mutually agreed upon goals
- Councils taking responsibility for the results (good and bad).
- Councils celebrate success.
- Councilmembers hold themselves responsible for adhering to operating protocols and codes of conduct.

BEST PRACTICE TIPS

Annually evaluate council and city manager performance toward achieving the city's priorities and goals (consider having this be part of an annual goal setting meeting). Council should consider assessing its own behavior and effectiveness as part of its annual self-assessment.

6. Exceptional councils have members who practice continuous personal learning and development

Governance is not intuitive. In addition, the policy and economic environment impacting cities are ever changing. Exceptional councils continually provide the opportunity to build their knowledge and skills, to enhance their understanding of key issues, increase their awareness of best practices and sharpen their leadership and governance skills.

KEY CHARACTERISTICS

- Stay informed on key issues
- Gain key insights and knowledge on all aspects of governing, from budgets to plans and everything in between.
- Learning to listen is sometimes more important than learning to give a speech.

BEST PRACTICE TIPS

Seek out national, state and local professional growth and educational opportunities. These opportunities can focus on the nuts and bolts of governing to helping you gain valuable information and/or insights on key policy issues facing your city. In addition, city run orientations for newly elected officials provide a good way to acclimate new members to the council's norms and protocols as well as the budget and key policy issues.

**Morgan Hill City Council Goal-Setting Workshop:
How Effective City Councils Work Together
January 29-30, 2021**

Council-to-Council Norms

The facilitator, Shawn Spano, developed the following norms for effective City Council relations based on his experience facilitating numerous Council goal-setting and teambuilding workshops over the past several years.

- 1. Build Good Relationships:** Create trust, demonstrate respect, and engage in open and honest dialogue with each other.
- 2. Seek Understanding:** Make efforts to understand each other's concerns, issues, interests, and perspectives.
- 3. Manage Differences:** Address disagreements and differences constructively; concentrate on issues, not personalities; engage in problem solving together.
- 4. Find Common Ground:** Seek areas of agreement; identify shared interests, values, and positions.
- 5. Commit to Decisions:** Move forward without animosity after decisions are made and votes taken; avoid undermining the decision or denigrating Council colleagues.
- 6. Be Candid:** Provide each other with constructive feedback and suggestions in supportive and non-threatening ways (e.g. off line conversations).
- 7. Use Council Meeting Time Wisely:** Move efficiently toward decisions on non-controversial items when it is apparent that there is broad Council support. Facilitate a sharing of perspectives and dialogue among Council Members on complex or controversial items for which there is a range of views to be explored. Avoid long speeches.

Qualities of Exceptional Councils

The following qualities of exceptional councils were identified by Carolyn Coleman, Executive Director for the League of California Cities, in an article published in the *Western City* (January 2019).

- 1. Exceptional councils develop a sense of team — a partnership with the city manager to govern and manage the city.** The mayor, council members and city manager see themselves as a team in a joint endeavor as they undertake a series of tasks to achieve their common purpose. The individual team members work in a coordinated and collaborative

manner with a high degree of respect, trust and openness. The team values diversity in styles and perspectives, and it thinks and acts strategically as it examines issues and situations and decides on a course of action serving the city's mission and goals.

- 2. Exceptional councils have clear roles and responsibilities that are understood and adhered to.** Exceptional councils understand their role is to serve as policymakers — to represent the community's values, beliefs and priorities while serving in its best interest. They carry out a variety of responsibilities, including:

- Developing and adopting a vision for the city;
- Focusing and aligning plans, policies, agreements and budgets to advance this vision; and
- Holding themselves and the city manager accountable for results.

Exceptional councils understand that the city manager is responsible for the city's day-to-day operations and for undertaking and accomplishing the council's policy objectives. The exceptional council recognizes the subject matter expertise of staff and uses that knowledge and experience to guide and inform decision-making.

- 3. Exceptional councils honor the relationship with staff and each other.** Such councils understand that a good working relationship with staff is vital for the city to be run successfully. Exceptional councils treat each other and staff with dignity and respect. They act with civility and a high level of professional decorum. Council members build trust by not playing the "gotcha game" and strive to take a "no secrets, no surprises" approach as the operating norm. Finally, they respect the diversity of styles and perspectives among their colleagues and staff and are open to new ideas.

- 4. Exceptional councils routinely conduct effective meetings.** Open and public meetings are central to democratic decision-making. Exceptional councils master the art of effective meetings. They:

- Develop and adhere to meeting protocols and processes;
- Spend time planning and organizing the agenda with the aim of having a focused meeting;
- Allocate the council's time and energy appropriately, focused on its role and responsibilities and on meeting short- and long-term priorities; and
- Honor the public's participation and engagement.
- Such meetings generally start on time and are held during reasonable hours.

Exceptional councils use public meetings not only for their intended purpose, information sharing and decision-making, but also as an opportunity to demonstrate respect and civility for each other, staff and the public. The council members review the necessary materials and prepare ahead of the meeting. They stay focused on the city's goals and objectives and remain mindful of their role and responsibilities.

- 5. Exceptional councils hold themselves and the city accountable.** They operate openly and ethically and work to engage residents in myriad decisions affecting the community's

prosperity and well-being. Toward that end, exceptional councils consistently provide short- and long-term strategic direction and goals as well as budget, program and policy oversight.

6. **Exceptional councils hold themselves accountable for their conduct, behavior and effectiveness.** They establish clear priorities and goals and hold the city manager accountable for results. And finally, they embrace accountability as a process and tool to calibrate ongoing efforts to address and meet policy and program objectives.
7. **Exceptional councils have members who practice continual personal learning and professional development.** Governance is not intuitive. In addition, the policy and economic environments impacting cities are ever changing. Exceptional councils continually find ways to build their knowledge and skills, enhance their understanding of key issues, increase their awareness of best practices and sharpen their leadership and governance skills.



City Council Norms

Established January 26, 2019

- ❖ Be respectful of each other
- ❖ Address issue, not person
- ❖ Be honest and real
- ❖ “Clear air” if needed; have hard discussions
- ❖ Listen to each other
- ❖ Be aware of how we represent the City as leaders in the community
- ❖ Be accurate in statements
- ❖ Be open minded; avoid concluding on your position prior to an item being heard
- ❖ Recognize that experience comes in diverse ways
- ❖ Be mindful of time
- ❖ Keep decorum of meeting throughout
- ❖ No side conversations
- ❖ Come prepared
- ❖ Give enough time to discuss issues
- ❖ Ok to ask City Council to continue an item if not ready
- ❖ Don’t be repetitive on requests and comments
- ❖ Wait to be recognized before speaking
- ❖ Keep the order of meetings (questions, public comment, and then discussion)
- ❖ Provide early notice of request for alternates to attend outside appointment meetings
- ❖ Speak into the microphone
- ❖ Cell phones silenced
- ❖ Be punctual
- ❖ Send questions in advance of meeting; let City Manager know if you plan to pull a consent item
- ❖ Be engaged
- ❖ Be concise

CITY OF MORGAN HILL

CITY COUNCIL POLICIES AND PROCEDURES

CP-97-01

SUBJECT: **RULES FOR THE CONDUCT OF CITY COUNCIL MEETINGS, PLACEMENT OF ITEMS ON THE AGENDA, AND MATTERS TO BE RECONSIDERED**

EFFECTIVE DATE: **May 7, 1997**

REVISED DATE(S): **July 25, 2018, February 5, 2020**

ORIGINATING DEPARTMENT: **CITY MANAGER**

SECTION 1 - SCOPE

- 1.1 These rules shall establish the procedures for the conduct of all meetings of the City Council of the City of Morgan Hill. The purpose of these rules is to provide procedures consistent with the Ralph M. Brown Act, establish procedures which will be convenient for the public, be fair to all members of the City Council, and contribute to the orderly conduct of City business.

SECTION 2 - MEETINGS

- 2.1 Open to Public: All meetings of the City Council, whether regular or special, shall be open to the public, unless a closed session is scheduled as authorized by law.
- 2.2 Regular Meetings: The City Council shall conduct its regular meetings at the time and place established by ordinance, if specified in the ordinance or resolution.
- 2.3 Review Status of Agenda at 10:00 p.m.: The City Council may review the agenda at 10:00 p.m. to determine if it will be able to conclude its business by 11:00 p.m. If, at 11:00 p.m., the City Council has not concluded its business, before continuing the meeting it shall review and discuss the status of the remaining agenda items and determine by majority vote whether to continue any remaining items to a future regular or special meeting, adjourn the meeting to another date and time, or extend the meeting beyond 11:00 p.m. as needed.
- 2.4 Special Meetings/Workshops: A special meeting and/or workshop may be called at any time by the Mayor or Presiding Officer of the City Council or by three members of the City Council. Written notice of any such meeting must specify the purpose of the meeting. Notice of the meeting must be made in accordance with the law.
- 2.5 Closed Sessions: The City Council may hold closed sessions during a regular or special meeting, or at any time authorized by law, to consider or hear any matter which is authorized by law. At times, Closed Sessions may have to be held in an order different than presented due to the timeliness of the matter, to save the City money when an outside attorney has been retained or due to the need for extra time to discuss and deliberate an important closed session item. Closed session items may be continued to the conclusion of the agenda.

- 2.6 Quorum:** Three (3) members of the City Council shall constitute a quorum and shall be sufficient to transact business. If less than three Council members appear at a regular meeting, the Mayor, Mayor Pro Tempore in the absence of the Mayor, any member of the City Council, or in the absence of all Council members, the City Clerk or Deputy City Clerk shall adjourn the meeting to a stated day and hour.
- 2.7 Adjourned Meetings:** The City Council may adjourn any regular, adjourned regular, special, or adjourned special meeting to a time and place specified in the order of adjournment and permitted by law.

SECTION 3 - POSTING NOTICE AND AGENDA

- 3.1 Posting of Notice and Agenda:** For every regular or special meeting, the City Clerk or other authorized person, shall post a notice of the meeting specifying the time and place at which the meeting will be held and an agenda containing a brief description of all items of business to be discussed at the meeting. The notice and agenda may be combined in a single document.
- a. Posting for Regular Meetings:** For any regular meeting of the City Council, the notice and agenda shall be posted no later than seventy-two (72) hours prior to the time set for the meeting consistent with all Brown Act requirements.
 - b. Posting for Special Meetings:** For any special meetings of the City Council, the notice and agenda shall be posted no later than twenty-four (24) hours prior to the time set for the meeting consistent with all Brown Act requirements.
- 3.2 Location of Posting:** The notice and agenda shall be posted on the City's website and in a place to which the public has unrestricted access during at least normal business hours and where the notice and agenda are not likely to be removed or obscured by other posted materials.
- 3.3 Availability of the Agenda to the Public:** The agenda for any regular or special meeting shall be made available to the public as soon as is practical after delivery to the members of the City Council.

SECTION 4 - AGENDA CONTENTS

- 4.1 Description of Matters:** All items of business to be discussed at a meeting of the City Council shall be briefly described on the agenda. The description of the item and the proposed action to be considered should be set forth as clearly as practical so that members of the public will know the nature of the action under review and consideration.
- 4.2 Placement of items on the agenda:** The Mayor, City Manager, or City Attorney may place items on the agenda. Members of the City Council may request items to be added to an upcoming City Council agenda by requesting an item during the "Future Council Initiated Agenda Items" Section of the agenda. A City Council verbal report will then be placed on an upcoming agenda for Council discussion and consideration.
- 4.3 Limitation to Act on Only Items on the Agenda:** No action shall be taken by the City Council on any item not on the posted agenda, subject only to the exceptions listed below:

- a. Upon a majority determination that an "emergency situation" (as defined by State Law) exists; and
 - b. Upon a determination by a 4/5 vote of the City Council that there is a need to take immediate action and that the need to take the action came to the attention of City officials subsequent to posting of the agenda.
- 4.4 Change in Order of Business: The Mayor or Presiding Officer may decide to take matters listed on the agenda out of the prescribed order unless a majority of members present object to this variation.
- 4.5 City Council Reports: On an alternating basis, at each Council meeting a Council Member has the opportunity to share with the Council and community any pertinent updates or information in regard to their appointments to outside agencies, upcoming events, or relevant City business. These are non-action items.
- 4.6 City Manager Report: These are updates on current City activities, reports on issues raised at previous Council meetings, or recognitions. These are non-action items.
- 4.7 City Attorney Report: These are updates on current City activities, reports on issues raised at previous Council meetings, or reportable actions of the City Council in Closed Sessions and/or current litigation. These are non-action items.
- 4.8 Other Reports: These are pertinent updates or information on upcoming activities or events relevant to City business. These are non-action items.
- 4.9 Public Comment for items not on the agenda: This refers to those matters not scheduled on the agenda where a member of the public wants to address a matter of importance to the City Council. Since the matter is not on the agenda, no action by Council can be taken. If a member of Council so desires, the matter can be placed on the agenda of a future Council meeting for review and consideration.
- 4.10 Consent Calendar: These are items of a routine or generally uncontested nature. Any member of the Council or member of the public may request to have an item pulled from the consent calendar and acted on individually by the Council. Items pulled will be discussed after action is taken on the balance of the consent calendar. The Mayor shall decide if the items are heard before or after moving on to public hearing and other business items.
- 4.11 Public Hearings: These are matters that are duly noticed and published in a newspaper of general circulation and where required by law, written notice is given to the affected residents who have the opportunity to speak in favor or against a matter or ask questions about the matter.
- 4.12 Other Business: These are other matters of City business which are not appropriately placed on the consent calendar and do not require published notices and require Council action and direction.
- 4.13 Future Business: These are items that members of the City Council wish to discuss to potentially take action on or have placed on future agendas.

SECTION 5. ORDER OF BUSINESS

5.1 The order of business at meetings of the City Council shall be as follows:

- a. CALL TO ORDER
- b. ROLL CALL ATTENDANCE
- c. DECLARATION OF POSTING AGENDA
- d. WORKSHOP (if needed; 5:00-6:00 p.m., or as deemed appropriate)
- e. CLOSED SESSION (if needed; 6:00-7:00 p.m., or as deemed appropriate)
- f. SILENT INVOCATION
- g. PLEDGE OF ALLEGIANCE
- h. PRESENTATIONS
- i. PROCLAMATIONS
- j. RECOGNITIONS
- k. CITY COUNCIL REPORTS
- l. CITY MANAGER'S REPORT
- m. CITY ATTORNEY'S REPORT
- n. OTHER REPORTS
- o. PUBLIC COMMENT FOR ITEMS NOT ON THE AGENDA
- p. ADOPTION OF AGENDA
- q. CONSENT CALENDAR
- r. PUBLIC HEARINGS
- s. OTHER BUSINESS
- t. FUTURE COUNCIL INITIATED AGENDA ITEMS
- u. CLOSED SESSION
- v. ADJOURNMENT

SECTION 6. PUBLIC COMMENT

- 6.1 Public Comment: Persons present at meetings of the City Council may comment on individual items on the agenda at the time the items are scheduled to be heard. In addition, comments may be offered on items not on the agenda under that portion of the agenda. In accordance with State law, matters not scheduled on the agenda cannot be acted upon by the City Council, but items raised by the public during public comment may be referred to a

future City Council agenda at the request of the Mayor or City Council.

- 6.2** Limitations: The public comment period may be 3 minutes for items on the agenda or items not listed on the agenda. Speakers are called in the order the speaker cards are submitted. Project applicants or appellants will be allowed more than the designated 3 minutes in accordance with City Council Policy 03-01. Consistent with this policy, the Mayor or Presiding Officer may recall an applicant or appellant to address questions after the public comment is heard. In addition, applicants will be given time at the end of the public hearing to address any questions or comments.

The Mayor or Presiding Officer may allow speakers who wish to speak under public comment for items not on the agenda to concede a portion of their time, specifically, one speaker may concede a portion of their time to one other speaker. For all other business items, the Mayor or Presiding Officer may allow speakers more time and/or allow speakers to concede a portion of their time to a designated speaker of a group unless a majority of the City Council objects. Speakers that wish to designate a group speaker shall notify the City Clerk before discussion on the item begins.

- 6.3** Procedure: To address the City Council, each speaker is requested to fill out a Speaker Card and turn it in to the City Clerk before discussion on the agenda item begins. The speaker is requested to provide their name, contact information, and the subject (s) upon which the speaker wishes to address the City Council. Speakers who do not wish to provide their name should provide an alternative designation so that they can be called to speak by the City Clerk.

SECTION 7. PROCEDURES FOR THE CONDUCT OF MEETINGS

7.1 Role of the Mayor/Presiding Officer:

- a. The Presiding Officer of the City Council, who shall be the Mayor or in the Mayor's absence shall be the Mayor Pro Tempore, or in their absence any other designated member of the City Council, shall be responsible for maintaining the order and decorum of meetings. It shall be the duty and responsibility of the Presiding Officer to ensure that the rules of operation and decorum contained herein are observed. The Presiding Officer shall maintain control of communication between Council Members and between the Council, staff, and public.
- b. Communication with Council Members
 1. Council Members should request the floor from the Presiding Officer before speaking.
 2. When one member of the Council has the floor and is speaking, other Council Members shall not interrupt or otherwise disturb the speaker.
 3. With the concurrence of the Mayor, a Council Member holding the floor may address a question to another Council Member. The Council Member being questioned may or may not respond while the floor is still held by the Council Member asking the question. The reply shall be limited to the question asked.
- c. The Mayor or Presiding Officer may declare that an item within the meeting will be conducted in "workshop" format, which means that the procedures described in

section 7.1B do not strictly apply. This is to allow for a more open discussion without strict formalities. The Mayor or Presiding Officer may end the workshop format for the item at his/her discretion.

d. Communication with Members of the Public Addressing the Council

1. The Mayor or Presiding Officer shall open the floor for public testimony as appropriate.
2. After a witness or subject matter expert has addressed the City Council during public comment, Council members may only ask questions of witnesses or subject matter experts. Such questions should be directed to the person through the Presiding Officer unless the Presiding Officer grants the Council Member permission to directly question the person.
3. Staff members, through the City Manager, shall be a resource to the City Council to answer questions arising during discussions between Council Members and between Council Members and members of the public. Communications in this regard shall be through the Presiding Officer.
4. Members of the public shall direct their questions and comments through the Presiding Officer.

7.2 Rules of Order: The City Council adopts no specific rules of order except those listed herein. The City Council shall refer to The Standard Code of Parliamentary Procedure by Alice Sturgis (McGraw Hill) as a guide for the conduct of meetings. The Sturgis guideline regarding not requiring seconds for governmental bodies' motions, resolutions or ordinances is not adopted as the rule in the City. The Mayor or Presiding Officer has the discretion to impose reasonable rules at any particular meeting based upon facts and circumstances found at any particular meeting. These latter rules will be followed unless objected to by a majority of the City Council members present.

7.3 Motions: The Mayor or any member of the City Council may bring a matter of business on the agenda before the Council by making a motion. Before the matter can be considered or debated it must be seconded. Once the motion has been properly made and seconded, the Presiding Officer shall open the matter for full debate offering the first opportunity to debate to the moving party and, thereafter, to any Council Member recognized by the Mayor or Presiding Officer. Debate shall be closed upon consent of a majority of the Council.

7.4 Reconsideration: Immediately after a vote on a matter, any member of the City Council may request to have his/her vote changed on a matter before the Council moves on to the next item. Such a request will be granted by the Mayor or Presiding Officer unless a majority of the Council objects.

A matter may be reconsidered by the City Council if a member on the prevailing side of the vote requests reconsideration. Such a motion may be made at a meeting where such action is taken or at a subsequent meeting of the Council, however, nothing in this policy precludes the majority of members of the City Council from requesting reconsideration of any item.

7.5 Debate:

- a. The discussions and deliberations at meetings of the City Council are to secure the informed judgement of Council members on proposals submitted for decision. This purpose is best served by the exchange of thought through discussion and debate.

Debate is regulated by these rules in order to assure every member a reasonable and equal opportunity to be heard.

- b. Obtaining the Floor for Debate:

As soon as a debatable motion has been stated to the Council by the Mayor or Presiding Officer, any member of the Council has a right to discuss it after obtaining the floor. The member obtains the floor by seeking recognition from the Mayor or Presiding Officer. A member who has been recognized is entitled to be heard so long as he/she observes the rules of debate.

- c. Speaking More Than Once:

To encourage the full participation of all members of the Council, no member or members shall be permitted to monopolize the discussion of the question. If a Council member has already spoken and other members wish to speak, the latter members should be recognized in preference to the member who has already spoken. However, if no other members seek recognition, the Mayor or Presiding Officer may recognize the member who has already spoken.

- d. Relevancy of Debate:

All discussion must be relevant to the motion before the City Council. A member is given the floor only for the purpose of discussing the pending question; discussion which departs is out of order. The Mayor or Presiding Officer should then direct the speaker to limit discussion to the question before the City Council.

A motion-its nature or consequences-may be attacked vigorously. But it is never permissible to attack the motives, character, or personality of a member either directly or by innuendo or implication. It is the duty of the Mayor or Presiding Officer instantly to stop any member who engages in personal attacks. It is the motion, not its proposer, that is the subject of debate. Meetings must discuss measures and ideas, not people.

Arguments, for or against a measure, should be stated as concisely as possible.

Debate must be fundamentally impersonal. All discussion is addressed to the Mayor or Presiding Officer and must never be directed to any individual.

- e. Mayor's Duties During Debate:

The Mayor or Presiding Officer has the responsibility of controlling and expediting debate. A Council member who has been recognized to speak on a question has a right to the undivided attention of the Council.

It is the duty of the Mayor or Presiding Officer to keep the subject clearly before the

members, to rule out irrelevant discussion, and to restate the question whenever necessary.

SECTION 8. DECORUM

- 8.1 Council Members:** Members of the City Council value and recognize the importance of the trust invested to them by the public to accomplish the business of the City. Council Members shall accord the utmost courtesy to each other, to City employees, and to the public appearing before the City Council.
- 8.2 City Employees:** Members of City staff shall observe the same rules of order and decorum applicable to the City Council. City staff shall act at all times in a business and professional manner towards Council Members and members of the public.
- 8.3 Public:** Members of the public attending City Council meetings shall observe the same rules of order and decorum applicable to the City Council.
- 8.4 Noise in the Chambers:** Noise emanating from the audience within the Council Chambers or lobby area, which disrupts City Council meetings, shall not be permitted.
- 8.5 Sergeant-at-Arms:** The Chief of Police, or his/her designated representative shall be ex-officio Sergeant-at-Arms of the City Council.

SECTION 9. VIOLATIONS OF PROCEDURES

- 9.1** Nothing in these policies and procedures shall invalidate a properly noticed and acted upon action of the City Council in accordance with State Law.

This policy shall remain in effect until modified by the City Council.

APPROVED:



RICH CONSTANTINE, MAYOR

SUSTAINABLE MORGAN HILL



VISION

To sustain a safe, inclusive, socially responsible, environmentally conscious, and economically sound community

Choose Morgan Hill

The City of Morgan Hill is the best community for people to live, work, visit, and operate their businesses.

City Council Ongoing Priorities

- Enhancing Public Safety
- Protecting the Environment and Preserving Open Space and Agricultural Land
- Maintaining Infrastructure
- Supporting our Youth, Seniors, and Entire Community
- Fostering a Positive Organizational Culture
- Preserving and Cultivating Public Trust
- Preserving our Community History
- Enhancing Diversity and Inclusiveness
- Advancing Regional Initiatives

2020-2021 Strategic Priorities

- **Fiscal Sustainability**
- Affordable Housing and Homelessness
- Community Engagement and Messaging
- Economic Development
- Transportation



These strategic priorities were established prior to the COVID-19 pandemic. In light of recent events, we recognize that all of these goals and priorities will be viewed through the lens of the global pandemic, and we will continue to have equity, public health, and financial responsibility in mind.



2020 - 2021

STRATEGIC PRIORITIES:

Fiscal Sustainability

The City will continue to be financial stewards of its resources and assets to ensure longterm fiscal sustainability. Through the upcoming biennial budget development process, the City will continue to control and/or reduce costs to achieve a structurally balanced budget, while maintaining adequate fund balance reserves. The City will evaluate its existing user fee schedules to ensure reasonable costs of providing services are appropriately assessed. The City will explore new or expand existing tax revenue sources to address the City's unfunded needs and liabilities.

- Continue the Engage Morgan Hill efforts (conversation about services, funding and priorities)
- Consider a revenue measure in November 2020
- Employ a sustainable budget strategy and identify funding gap
- Define the funding plans for police and fire services, and the City's infrastructure needs

Affordable Housing and Homelessness

Morgan Hill will continue to improve, preserve, and develop new safe, quality, rental and ownership housing for residents at all income levels. To the extent possible, the City will respond to and reconcile new housing initiatives and legislative mandates. The City will explore opportunities to respond to changes that are beneficial to the community as well as compliant with the law.

The City of Morgan Hill will collaborate with Santa Clara County and the City of Gilroy to continue to build a South County homeless response system that integrates County Safety Net Services and provides rapid response to people in need. The City will continue to employ a balanced approach, offering resources and referrals to services, partnering with the faith-based community and non-profits to create appropriate local service points, while also utilizing code compliance to protect private and public property.

- 
- In preparation for the Statewide 6th Housing Cycle, update the Housing Element of the General Plan to respond to new production mandates and actively participate in the development of formula and allocations of "fair share" housing unit assignments
 - Engage the community in decisions about where to locate new housing density requirements and necessary on-going changes to objective design criteria which guide quality development
 - Continue to respond to the new and proposed housing legislative and policy matters to the benefit of the community
 - Respond to the Governor's 2020 Homelessness initiatives by advocating for direct local dollars and direct access to funding for communities of less than 50,000 population
 - Seek out partnerships with non-profit housing developers to create new housing opportunities directly aligned with the City's "fair share" Regional Housing Needs Allocation (RHNA)
 - Work with the non-profit owner of affordable units to rehabilitate and extend the life of vital housing supplies at Depot Commons, the Willows, Skeels Hotel, and Villa Ciolino

2020 - 2021

STRATEGIC PRIORITIES (CONTINUED):

Community Engagement and Messaging

The City will continue to engage the community through the Engage Morgan Hill process. Engage Morgan Hill is a conversation about services, funding, and priorities. The focus of this process is both educating and engaging the community regarding what services the City provides, how the services are provided, and the funding sources/options for the services as we look toward the future. While educating the community, the City will provide opportunities for the community to be part of the decision-making process to ensure the City's fiscal sustainability in the future. The City will continue to nurture connections with all facets of our community, finding the best ways to outreach and share important community information.

- Continue to facilitate the Engage Morgan Hill process
- Continue to inform the community about significant development projects
- Provide outreach and engagement with the community on the 2020 United States Census
- Continue to find better ways to reach members of the community that do not speak English

Economic Development

The City's Economic Development efforts will focus on implementing the Economic Blueprint strategies and actions in the areas of healthcare, innovation, retail, and tourism, to help build long-term fiscal sustainability and improve quality of life for residents. This will be achieved by attracting jobs and commercial investment which generate revenues to support general City services, improving access to fast and reliable wireless connectivity, and increasing telecommunications infrastructure.

- Complete Request for Proposal (RFP) process and select provider for telecommunications services for City facilities
- Complete an Industrial Land Preservation Policy
- Complete a Retail Concentration Strategy
- Economic Development Outreach and Education/Awareness Campaign



Transportation

The City has clearly identified traffic and transportation issues facing Morgan Hill as regional in nature. Morgan Hill will partner with the City of Gilroy to advocate for improvements and funding for the South Santa Clara County Transportation Corridor. The City will actively advocate on regional transportation planning issues. Locally, the City will prioritize funding for Vision Zero safety strategies over congestion management. The City will take actions to implement its goal to create a culture that prioritizes safety, creates livable streets, and seeks to eliminate traffic fatalities. Safety of pedestrians, bicyclists, drivers, and passengers is paramount.

- Respond to the Environmental Impact Report on the High-Speed Rail Authority's (HSRA) preferred alternative
- Continue efforts on Hale Avenue extension
- Advocacy will include:
 - Working with the Valley Transportation Authority (VTA), Caltrain, the County, the HSRA and the State to enhance service, secure funding for transportation projects and road maintenance, and protect the community from negative impacts of regional projects
 - Expansion of Highway 101 between Morgan Hill and Gilroy to reduce pass-through traffic and improve commute traffic for South County residents
 - Electrification of commuter rail from San Francisco to Gilroy
 - Funding for priority projects in South County



CITY OF MORGAN HILL

morganhill.ca.gov



Memorandum

Community Services Department

Date: January 29, 2020

To: Christina Turner

From: Anthony Eulo

Subject: Climate Action Planning

Last Spring, Councilmember Spring had an opportunity to review a Climate Action Resolution from the City of Menlo Park and asked if we had any similar activities. This memo describes, in broad terms, what we are currently doing in this area.

In simple terms, the City does not have an adopted Climate Action Plan and is not working on adopting one. The City's resources have not been sufficient to finalize nor implement a comprehensive plan. When the Environmental Services Division's budget was cut in the Great Recession, the City decided to focus solely on the following three things: 1) keeping us legal by meeting mandated actions; 2) pursuing ideas that can reduce operational expenses like solar and energy efficiency; 3) applying for grants that will fund environmental activities; and 4) water conservation funded through the water utility.

While we have maintained our focus in above areas, we have attempted to take meaningful Climate Action steps by:

- partnering with other cities, e.g., Silicon Valley Clean Energy;
- developing regulatory programs, e.g., Reach Code, that have a big impact but cost little to implement; and
- using low-cost intern staffing to explore and implement programs.

We will continue to try to have an impact in this area as resources allow. We tend to focus on program actions, instead of planning activities, in order to maximize our impact.

While the climate crisis is undoubtedly the most serious environmental challenge of our time, State regulations in other environmental areas continue to grow and will continue to demand more resources if the City wishes to remain in compliance. Chief among these are:

- New organic materials recycling laws which will dramatically increase the demand for oversight and administrative services;
- New trash amendments which will require the City to install and maintain trash collection devices in areas throughout the City – these amendments are in addition to the already

- growing collection of stormwater regulations the City must comply with; and
- New water conservation mandates which will likely necessitate significant new regulatory and educational activities by City staff.

All of the above will require both additional staff resources as well as investments in technology and equipment from our already-constrained City budget. Thus these growing “other” environmental requirements will make climate action planning more unattainable in Morgan Hill.

CITY OF MORGAN HILL

CITY COUNCIL POLICIES AND PROCEDURES

CP 03-02

SUBJECT: Ex Parte Contacts

EFFECTIVE DATE: November 5, 2003, REVIEWED JULY 18, 2007

ORIGINATING DEPARTMENTS: City Attorney

INTRODUCTION:

In addition to its legislative functions, the City Council, or its subordinate boards and commissions, may be called upon to act in a quasi-judicial capacity. "Quasi-judicial" means proceedings in which a property interest is at stake, and the body is charged with applying legal standards to a specific factual situation. Common quasi-judicial proceedings in the City include issuance of discretionary land use permits, rent control hearings, and appeals of all kinds.

In quasi-judicial proceedings, due process principles apply. Due process requires that participants be afforded a meaningful opportunity to prepare and be heard before an impartial decision maker, and that the decision be made on the record before the decision maker. Receipt of information outside the quasi-adjudicative hearing may deprive participants of due process, as the decision-maker may be basing his or her decision on evidence outside of the administrative record, and/or not be impartial. In order to ensure due process, the Council hereby adopts the following rules.

POLICY:

Council members, or members of any appropriate subordinate body, may discuss with any member of the public or listen to discussion of the facts of any quasi-judicial matter while such matter is pending before the City or such subordinate body, if the following guidelines are followed. (Matters involving permits are pending before a city agency, board or commission when an application for a permit has been filed with the appropriate City department; otherwise a matter is pending when the appropriate notice of appeal has been filed.)

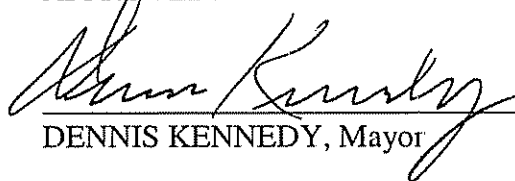
1. The fact of such discussions, and any content of such discussion which is germane to the pending matter, should be disclosed on the record at the beginning of the public hearing prior to the taking of any statements from the public or permit applicants.

2. Council members may attend noticed public hearings before subordinate boards and commissions but should not comment or engage in any discussion at such hearings. Information and evidence gained by Council members via their attendance at noticed public hearings before subordinate boards and commissions need not be disclosed at later Council consideration of the same or related matter.

3. Council members and appropriate members of subordinate bodies may visit sites and properties that are subject of pending proceedings, as long as the fact of such visits and any observations which are germane to the subject matter of the proceeding are disclosed on the record at the beginning of the public hearing prior to the taking of any statements from the public or permit applicants.

This policy is meant to augment, not supplant, any other legal obligations Council members or members of subordinate boards and commissions have regarding such contacts, including but not limited to disclosure of conflicts of interest under the Political Reform Act, Government Code section 81000 *et seq.*, and/or adherence to open meeting laws such as the Ralph M. Brown Act, Government Code section 54950 *et seq.*

APPROVED:



DENNIS KENNEDY, Mayor

California Fair Political Practices Commission

California State Contribution Limits

(Effective January 1, 2021 - December 31, 2022)

Candidates seeking a state office and committees that make contributions to state candidates are subject to contribution limits from a single source. Beginning January 1, 2021 a state campaign contribution limit will by default apply to city and county candidates when the city or county does not have laws addressing a contribution limit on such candidates. (Sections 85301 - 85303.) Contributions from affiliated entities are aggregated for purposes of the limits. (Regulation 18215.1.) The chart below shows the current limits per contributor for state offices and city and county candidates when the city or county does not have laws addressing a contribution limit on such candidates. The primary, general, special, and special run-off elections are considered separate elections. Contribution limits to candidates apply to each election. Contribution limits to officeholder and other committees apply on a calendar year basis. Contact your city or county about contribution limits for local offices, state campaign contribution limit will by default apply to city and county candidates when the city or county does not have laws addressing a contribution limit on such candidates.

Contribution Limits to State and Local* Candidates Per Election

Candidate or Officeholder	Contributor Sources		
	Person (individual, business entity, committee/PAC)	Small Contributor Committee (see definition on page 2)	Political Party
City and County Candidates subject to Section 85301 (d)	\$4,900	\$4,900	\$4,900
Senate and Assembly	\$4,900	\$9,700	No Limit
CalPERS/CalSTRS	\$4,900	\$9,700	No Limit
Lt. Governor, Secretary of State, Attorney General, Treasurer, Controller, Supt. of Public Instruction, Insurance Commissioner, and Board of Equalization	\$8,100	\$16,200	No Limit
Governor	\$32,400	\$32,400	No Limit

*State campaign contribution limit will by default apply to city and county candidates when the city or county does not have laws addressing a contribution limit on such candidates

Contributions to Other State Committees Per Calendar Year

Committee	Contributor Sources	
	Person (individual, business entity, committee/PAC)	
Committee (Not Political Party) that Contributes to State Candidates (PAC)	\$8,100	
Political Party Account for State Candidates	\$40,500	
Small Contributor Committee	\$200	
Committee Account NOT for State Candidates (Ballot Measure, PAC, Political Party)	No Limit*	

*State committees (including political parties and PACs) may receive contributions in excess of the limits identified above as long as the contributions are NOT used for state candidate contributions. (Regulation 18534.)

Contributions to State Officeholder Committees Per Calendar Year

Committee	Contributor Sources	
	Any Source (Person, Small Contributor Committee or Political Party)	Aggregate From All Sources
Senate and Assembly	\$4,000	\$67,300
CalPERS/CalSTRS	\$4,000	\$67,300
Lt. Governor, Secretary of State, Attorney General, Treasurer, Controller, Supt. of Public Instruction, Insurance Commissioner, and Board of Equalization	\$6,700	\$134,600
Governor	\$26,900	\$269,300

California Fair Political Practices Commission

California State Contribution Limits

(Effective January 1, 2021 - December 31, 2022)

The contribution limits are effective for elections held between January 1, 2021 and December 31, 2022. (Regulation 18545.) These limits do not apply to contributions made to elections in previous years. Such contributions are subject to the limits in place for that year see previous charts.

Legal Defense Funds

Contributions raised for a legal defense fund are not subject to contribution limits or the voluntary expenditure ceiling. However, a candidate or officeholder may raise, in total, no more than is reasonably necessary to cover attorney's fees and other legal costs related to the proceeding for which the fund is created. (Section 85304; Regulation 18530.4.)

Recall Elections

A state officeholder and city or county officeholder subject to Section 85301 (d) who is the subject of a recall may set up a separate committee to oppose the qualification of the recall measure and, if the recall petition qualifies, the recall election. Neither contribution limits nor voluntary expenditure ceilings apply to the committee to oppose the recall that is controlled by the officeholder who is the target of the recall attempt. Candidates running to replace an officeholder who is the target of a recall are subject to the contribution limits and the expenditure limits applicable to the election for that office. (Section 85315; Regulation 18531.5.)

Ballot Measure Committees

Contributions to ballot measure committees controlled by a candidate for elective state office or a candidate for elective city or county office subject to Section 85301 (d) are not limited.

Contributions from State Candidates and Candidates subject to Section 85301 (d)

A state candidate or candidate for elective city or county office subject to Section 85301 (d) may not contribute more than \$4,900 to a committee controlled by another state candidate or or candidate for elective city or county office subject to Section 85301 (d) (This limit applies on a per election basis and includes, in the aggregate, contributions made from the candidate's personal funds and from campaign funds. (Section 85305; Regulation 18535.) This limit does not apply to a committee controlled by a state candidate or a committee controlled by a candidate for elective city or county office subject to Section 85301 (d) to oppose his or her recall or their contributions made to a legal defense fund established by a candidate for elective state office or candidate for elective city or county office subject to Section 85301(d). It also does not apply to contributions made by a candidate for elective state office or a candidate for elective city or county office subject to Section 85301 (d) to a ballot measure committee controlled by a another state candidate or candidate for elective city or county office subject to Section 85301 (d). Please note there are certain rules applicable to use of funds held by state officeholder committees (See Regulation 18531.62.)

Communications Identifying State Candidates

Any committee that makes a payment or a promise of payment totaling \$50,000 or more for a communication that:

1. Clearly identifies a state candidate; but
2. Does not expressly advocate the election or defeat of the candidate; and
3. Is disseminated, broadcast, or otherwise published within 45 days of an election, may not receive a contribution from any single source of more than \$40,500 in a calendar year if the communication is made at the behest of the candidate featured in the communication. (Section 85310.)

Officeholder Committees

Officeholder contributions must be cumulated (in full) with any other contributions from the same contributor(s) for any other future elective state office or elective city or county office subject to Section 85301 (d) for which the officeholder maintains a controlled committee during the term of office in which the contribution is received. Contributions to candidates for future elections and to their officeholder account are cumulated for purposes of contribution limits. (Regulation 18531.62.)

Contributions from State Lobbyists

A state lobbyist may not contribute to a state officeholder's or candidate's committee if the lobbyist is registered to lobby the agency of the elected officer or the agency to which the candidate is seeking election. The lobbyist also may not contribute to a local committee controlled by any such state candidate. (Section 85702; Regulation 18572.) In addition, effective January 1, 2015, lobbyists and lobbying firms may no longer take advantage of the \$500 or less home/office fundraiser exception that is available to other individuals and entities. (Section 82015(f).)

Local Elections

Many cities and counties have local contribution limits and other election rules. "Local Campaign Ordinances" are listed on the FPPC's website. Check with your city or county about contribution limits for local elections. A State campaign contribution limit will by default apply to city and county candidates when the city or county does not have laws addressing a contribution limit on such candidates.

Definitions

Person: An individual, proprietorship, firm, partnership, joint venture, syndicate, business trust, company, corporation, limited liability company, association, committee, and any other organization or group of persons acting in concert. (Section 82047.)

Small Contributor Committee: Any committee that meets all of the following criteria:

- (a) The committee has been in existence for at least six months.
- (b) The committee receives contributions from 100 or more persons.
- (c) No one person has contributed to the committee more than \$200 per calendar year.
- (d) The committee makes contributions to five or more candidates. (Section 85203; Regulation 18503.)

Political Party Committee: The state central committee

or county central committee of an organization that meets the requirements for recognition as a political party under Elections Code Section 5100. (Section 85205.)

Assembly Bill No. 571

CHAPTER 556

An act to amend and repeal Sections 10003 and 10202 of the Elections Code, and to amend Section 85301 of, to amend, repeal, and add Sections 85305, 85306, 85307, 85315, 85316, 85317, and 85318 of, and to add Section 85702.5 to, the Government Code, relating to the Political Reform Act of 1974.

[Approved by Governor October 8, 2019. Filed with Secretary
of State October 8, 2019.]

LEGISLATIVE COUNSEL'S DIGEST

AB 571, Mullin. Political Reform Act of 1974: contribution limits.

The Political Reform Act of 1974 prohibits a person, other than a small contributor committee or political party committee, from making to a candidate for elective state office, for statewide elective office, or for the office of Governor, and prohibits those candidates from accepting from a person, a contribution totaling more than a specified amount per election. For a candidate for elective state office other than a candidate for statewide elective office, the limitation on contributions is \$3,000 per election, as that amount is adjusted by the Fair Political Practices Commission in January of every odd-numbered year.

Existing law authorizes a county, city, or district to limit campaign contributions in local elections. Existing law authorizes the governing board of a school district or of a community college district to limit campaign expenditures or contributions in elections to district offices. The act specifies that it does not prevent the Legislature or any other state or local agency from imposing additional requirements on a person if the requirements do not prevent the person from complying with the act, and that the act does not nullify contribution limitations or prohibitions by any local jurisdiction that apply to elections for local elective office, as specified.

This bill, commencing January 1, 2021, instead would prohibit a person from making to a candidate for elective county or city office, and would prohibit a candidate for elective county or city office from accepting from a person, a contribution totaling more than the amount set forth in the act for limitations on contributions to a candidate for elective state office. This bill would also authorize a county or city to impose a limitation that is different from the limitation imposed by this bill. This bill would make specified provisions of the act relating to contribution limitations applicable to a candidate for a elective county or city office, except as specified.

The act makes a violation of its provisions punishable as a misdemeanor and subject to specified penalties.

This bill would add the contribution limitation imposed by the bill to the act's provisions, thereby making a violation of the limitation punishable as a misdemeanor and subject to specified penalties. However, the bill would specify that a violation of a limitation imposed by a local government is not subject to the act's enforcement provisions. The bill would authorize a local government that imposes a limitation that is different from the limitation imposed by this bill to adopt enforcement standards for a violation of the limitation imposed by the local government agency, including administrative, civil, or criminal penalties. By expanding the scope of an existing crime with regard to a violation of a contribution limitation imposed by the bill, the bill would impose a state-mandated local program.

The California Constitution requires the state to reimburse local agencies and school districts for certain costs mandated by the state. Statutory provisions establish procedures for making that reimbursement.

This bill would provide that no reimbursement is required by this act for a specified reason.

The Political Reform Act of 1974, an initiative measure, provides that the Legislature may amend the act to further the act's purposes upon a $\frac{2}{3}$ vote of each house of the Legislature and compliance with specified procedural requirements.

This bill would declare that it furthers the purposes of the act.

The people of the State of California do enact as follows:

SECTION 1. The Legislature finds and declares all of the following:

(a) Most states impose limitations on contributions to candidates for elective county and city offices. California is among the minority of states without these contribution limitations.

(b) Most counties and cities in this state have not independently imposed limitations on contributions to candidates for elective offices in those jurisdictions.

(c) In counties and cities in this state that have not imposed limitations on contributions, candidates for elective offices in those jurisdictions often receive contributions that would exceed the limitations for a state Senate campaign, even though most counties and cities contain far fewer people than the average state Senate district.

(d) In counties and cities in this state that have not imposed limitations on contributions, candidates for elective office in those jurisdictions sometimes raise 40 percent or more of their total campaign funds from a single contributor.

(e) A system allowing unlimited contributions to a candidate for elective county or city office creates the risk and the perception that elected officials in those jurisdictions are beholden to their contributors and will act in the best interest of those contributors at the expense of the people.

(f) This state has a statewide interest in preventing actual corruption and the appearance of corruption at all levels of government.

(g) This act establishes a limitation on contributions to a candidate for elective office in a city or county in which the local government has not established a limitation. However, a local government may establish a different limitation that is more precisely tailored to the needs of its communities.

SEC. 2. Section 10003 of the Elections Code is amended to read:

10003. (a) A county may by ordinance or resolution limit campaign contributions in county elections.

(b) This section shall remain in effect only until January 1, 2021, and as of that date is repealed, unless a later enacted statute, that is enacted before January 1, 2021, deletes or extends that date.

SEC. 3. Section 10202 of the Elections Code is amended to read:

10202. (a) A city may, by ordinance or resolution, limit campaign contributions in municipal elections.

(b) This section shall remain in effect only until January 1, 2021, and as of that date is repealed, unless a later enacted statute, that is enacted before January 1, 2021, deletes or extends that date.

SEC. 4. Section 85301 of the Government Code is amended to read:

85301. (a) A person, other than a small contributor committee or political party committee, shall not make to a candidate for elective state office other than a candidate for statewide elective office, and a candidate for elective state office other than a candidate for statewide elective office shall not accept from a person, a contribution totaling more than three thousand dollars (\$3,000) per election.

(b) Except to a candidate for Governor, a person, other than a small contributor committee or political party committee, shall not make to a candidate for statewide elective office, and except a candidate for Governor, a candidate for statewide elective office shall not accept from a person other than a small contributor committee or a political party committee, a contribution totaling more than five thousand dollars (\$5,000) per election.

(c) A person, other than a small contributor committee or political party committee, shall not make to a candidate for Governor, and a candidate for Governor shall not accept from any person other than a small contributor committee or political party committee, a contribution totaling more than twenty thousand dollars (\$20,000) per election.

(d) (1) A person shall not make to a candidate for elective county or city office, and a candidate for elective county or city office shall not accept from a person, a contribution totaling more than the amount set forth in subdivision (a) per election, as that amount is adjusted by the Commission pursuant to Section 83124. This subdivision does not apply in a jurisdiction in which the county or city imposes a limit on contributions pursuant to Section 85702.5.

(2) This subdivision shall become operative on January 1, 2021.

(e) The provisions of this section do not apply to a candidate's contributions of the candidate's personal funds to the candidate's own campaign.

SEC. 5. Section 85305 of the Government Code is amended to read:

85305. (a) A candidate for elective state office or committee controlled by that candidate shall not make any contribution to any other candidate for elective state office in excess of the limits set forth in subdivision (a) of Section 85301.

(b) This section shall remain in effect only until January 1, 2021, and as of that date is repealed, unless a later enacted statute, that is enacted before January 1, 2021, deletes or extends that date.

SEC. 6. Section 85305 is added to the Government Code, to read:

85305. (a) A candidate for elective state, county, or city office or committee controlled by that candidate shall not make a contribution to any other candidate for elective state, county, or city office in excess of the limits set forth in subdivision (a) of Section 85301. This section does not apply in a jurisdiction in which the county or city imposes a limit on contributions pursuant to Section 85702.5.

(b) This section shall become operative on January 1, 2021.

SEC. 7. Section 85306 of the Government Code is amended to read:

85306. (a) A candidate may transfer campaign funds from one controlled committee to a controlled committee for elective state office of the same candidate. Contributions transferred shall be attributed to specific contributors using a “last in, first out” or “first in, first out” accounting method, and these attributed contributions when aggregated with all other contributions from the same contributor may not exceed the limits set forth in Section 85301 or 85302.

(b) Notwithstanding subdivision (a), a candidate for elective state office, other than a candidate for statewide elective office, who possesses campaign funds on January 1, 2001, may use those funds to seek elective office without attributing the funds to specific contributors.

(c) Notwithstanding subdivision (a), a candidate for statewide elective office who possesses campaign funds on November 6, 2002, may use those funds to seek elective office without attributing the funds to specific contributors.

(d) This section shall remain in effect only until January 1, 2021, and as of that date is repealed, unless a later enacted statute, that is enacted before January 1, 2021, deletes or extends that date.

SEC. 8. Section 85306 is added to the Government Code, to read:

85306. (a) A candidate may transfer campaign funds from one controlled committee to a controlled committee for elective state, county, or city office of the same candidate. Contributions transferred shall be attributed to specific contributors using a “last in, first out” or “first in, first out” accounting method, and these attributed contributions when aggregated with all other contributions from the same contributor shall not exceed the limits set forth in Section 85301 or 85302.

(b) Notwithstanding subdivision (a), a candidate for elective state office, other than a candidate for statewide elective office, who possesses campaign funds on January 1, 2001, may use those funds to seek elective office without attributing the funds to specific contributors.

(c) Notwithstanding subdivision (a), a candidate for statewide elective office who possesses campaign funds on November 6, 2002, may use those funds to seek elective office without attributing the funds to specific contributors.

(d) This section does not apply in a jurisdiction in which the county or city imposes a limit on contributions pursuant to Section 85702.5.

(e) This section shall become operative on January 1, 2021.

SEC. 9. Section 85307 of the Government Code is amended to read:

85307. (a) The provisions of this article regarding loans apply to extensions of credit, but do not apply to loans made to a candidate by a commercial lending institution in the lender's regular course of business on terms available to members of the general public for which the candidate is personally liable.

(b) Notwithstanding subdivision (a), a candidate for elective state office shall not personally loan to the candidate's campaign, including the proceeds of a loan obtained by the candidate from a commercial lending institution, an amount, the outstanding balance of which exceeds one hundred thousand dollars (\$100,000). A candidate shall not charge interest on any loan the candidate made to the candidate's campaign.

(c) This section shall remain in effect only until January 1, 2021, and as of that date is repealed, unless a later enacted statute, that is enacted before January 1, 2021, deletes or extends that date.

SEC. 10. Section 85307 is added to the Government Code, to read:

85307. (a) The provisions of this article regarding loans apply to extensions of credit, but do not apply to loans made to a candidate by a commercial lending institution in the lender's regular course of business on terms available to members of the general public for which the candidate is personally liable.

(b) Notwithstanding subdivision (a), a candidate for elective state, county, or city office shall not personally loan to the candidate's campaign, including the proceeds of a loan obtained by the candidate from a commercial lending institution, an amount, the outstanding balance of which exceeds one hundred thousand dollars (\$100,000). A candidate shall not charge interest on any loan the candidate made to the candidate's campaign. This subdivision does not apply to a jurisdiction in which the county or city imposes a limit on contributions pursuant to Section 85702.5.

(c) This section shall become operative on January 1, 2021.

SEC. 11. Section 85315 of the Government Code is amended to read:

85315. (a) Notwithstanding any other provision of this chapter, an elected state officer may establish a committee to oppose the qualification of a recall measure, and the recall election. This committee may be established when the elected state officer receives a notice of intent to recall pursuant to Section 11021 of the Elections Code. An elected state officer may accept campaign contributions to oppose the qualification of a recall measure, and if qualification is successful, the recall election, without regard to the campaign contributions limits set forth in this chapter. The voluntary

expenditure limits do not apply to expenditures made to oppose the qualification of a recall measure or to oppose the recall election.

(b) After the failure of a recall petition or after the recall election, the committee formed by the elected state officer shall wind down its activities and dissolve. Any remaining funds shall be treated as surplus funds and shall be expended within 30 days after the failure of the recall petition or after the recall election for a purpose specified in subdivision (b) of Section 89519.

(c) This section shall remain in effect only until January 1, 2021, and as of that date is repealed, unless a later enacted statute, that is enacted before January 1, 2021, deletes or extends that date.

SEC. 12. Section 85315 is added to the Government Code, to read:

85315. (a) Notwithstanding any other provision of this chapter, an elected state, county, or city officer may establish a committee to oppose the qualification of a recall measure, and the recall election. This committee may be established when the elected state, county, or city officer receives a notice of intent to recall pursuant to Section 11021 of the Elections Code. An elected state, county, or city officer may accept campaign contributions to oppose the qualification of a recall measure, and if qualification is successful, the recall election, without regard to the campaign contribution limits set forth in this chapter. The voluntary expenditure limits do not apply to expenditures made to oppose the qualification of a recall measure or to oppose the recall election.

(b) After the failure of a recall petition or after the recall election, the committee formed by the elected state, county, or city officer shall wind down its activities and dissolve. Any remaining funds shall be treated as surplus funds and shall be expended within 30 days after the failure of the recall petition or after the recall election for a purpose specified in subdivision (b) of Section 89519.

(c) This section does not apply in a jurisdiction in which the county or city imposes a limit on contributions pursuant to Section 85702.5.

(d) This section shall become operative on January 1, 2021.

SEC. 13. Section 85316 of the Government Code is amended to read:

85316. (a) Except as provided in subdivision (b), a contribution for an election may be accepted by a candidate for elective state office after the date of the election only to the extent that the contribution does not exceed net debts outstanding from the election, and the contribution does not otherwise exceed the applicable contribution limit for that election.

(b) Notwithstanding subdivision (a), an elected state officer may accept contributions after the date of the election for the purpose of paying expenses associated with holding the office provided that the contributions are not expended for any contribution to any state or local committee. Contributions received pursuant to this subdivision shall be deposited into a bank account established solely for the purposes specified in this subdivision.

(1) A person shall not make, and an elected state officer shall not receive from a person, a contribution pursuant to this subdivision totaling more than the following amounts per calendar year:

(A) Three thousand dollars (\$3,000) in the case of an elected state officer of the Assembly or Senate.

(B) Five thousand dollars (\$5,000) in the case of a statewide elected state officer other than the Governor.

(C) Twenty thousand dollars (\$20,000) in the case of the Governor.

(2) An elected state officer shall not receive contributions pursuant to paragraph (1) that, in the aggregate, total more than the following amounts per calendar year:

(A) Fifty thousand dollars (\$50,000) in the case of an elected state officer of the Assembly or Senate.

(B) One hundred thousand dollars (\$100,000) in the case of a statewide elected state officer other than the Governor.

(C) Two hundred thousand dollars (\$200,000) in the case of the Governor.

(3) Any contribution received pursuant to this subdivision shall be deemed to be a contribution to that candidate for election to any state office that the candidate may seek during the term of office to which the candidate is currently elected, including, but not limited to, reelection to the office the candidate currently holds, and shall be subject to any applicable contribution limit provided in this title. If a contribution received pursuant to this subdivision exceeds the allowable contribution limit for the office sought, the candidate shall return the amount exceeding the limit to the contributor on a basis to be determined by the Commission. None of the expenditures made by elected state officers pursuant to this subdivision shall be subject to the voluntary expenditure limitations in Section 85400.

(4) The Commission shall adjust the calendar year contribution limitations and aggregate contribution limitations set forth in this subdivision in January of every odd-numbered year to reflect any increase or decrease in the Consumer Price Index. Those adjustments shall be rounded to the nearest one hundred dollars (\$100).

(c) This section shall remain in effect only until January 1, 2021, and as of that date is repealed, unless a later enacted statute, that is enacted before January 1, 2021, deletes or extends that date.

SEC. 14. Section 85316 is added to the Government Code, to read:

85316. (a) Except as provided in subdivision (b), a contribution for an election may be accepted by a candidate for elective state, county, or city office after the date of the election only to the extent that the contribution does not exceed net debts outstanding from the election, and the contribution does not otherwise exceed the applicable contribution limit for that election.

(b) Notwithstanding subdivision (a), an elected state officer may accept contributions after the date of the election for the purpose of paying expenses associated with holding the office provided that the contributions are not expended for any contribution to any state or local committee. Contributions received pursuant to this subdivision shall be deposited into a bank account established solely for the purposes specified in this subdivision.

(1) A person shall not make, and an elected state officer shall not receive from a person, a contribution pursuant to this subdivision totaling more than the following amounts per calendar year:

(A) Three thousand dollars (\$3,000) in the case of an elected state officer of the Assembly or Senate.

(B) Five thousand dollars (\$5,000) in the case of a statewide elected state officer other than the Governor.

(C) Twenty thousand dollars (\$20,000) in the case of the Governor.

(2) An elected state officer shall not receive contributions pursuant to paragraph (1) that, in the aggregate, total more than the following amounts per calendar year:

(A) Fifty thousand dollars (\$50,000) in the case of an elected state officer of the Assembly or Senate.

(B) One hundred thousand dollars (\$100,000) in the case of a statewide elected state officer other than the Governor.

(C) Two hundred thousand dollars (\$200,000) in the case of the Governor.

(3) Any contribution received pursuant to this subdivision shall be deemed to be a contribution to that candidate for election to any state office that the candidate may seek during the term of office to which the candidate is currently elected, including, but not limited to, reelection to the office the candidate currently holds, and shall be subject to any applicable contribution limit provided in this title. If a contribution received pursuant to this subdivision exceeds the allowable contribution limit for the office sought, the candidate shall return the amount exceeding the limit to the contributor on a basis to be determined by the Commission. The expenditures made by elected state officers pursuant to this subdivision shall not be subject to the voluntary expenditure limitations in Section 85400.

(4) The Commission shall adjust the calendar year contribution limitations and aggregate contribution limitations set forth in this subdivision in January of every odd-numbered year to reflect any increase or decrease in the Consumer Price Index. Those adjustments shall be rounded to the nearest one hundred dollars (\$100).

(c) This section does not apply in a jurisdiction in which the county or city imposes a limit on contributions pursuant to Section 85702.5.

(d) This section shall become operative on January 1, 2021.

SEC. 15. Section 85317 of the Government Code is amended to read:

85317. (a) Notwithstanding subdivision (a) of Section 85306, a candidate for elective state office may carry over contributions raised in connection with one election for elective state office to pay campaign expenditures incurred in connection with a subsequent election for the same elective state office.

(b) This section shall remain in effect only until January 1, 2021, and as of that date is repealed, unless a later enacted statute, that is enacted before January 1, 2021, deletes or extends that date.

SEC. 16. Section 85317 is added to the Government Code, to read:

85317. (a) Notwithstanding subdivision (a) of Section 85306, a candidate for elective state, county, or city office may carry over contributions raised in connection with one election for elective state, county, or city office to pay campaign expenditures incurred in connection with a subsequent election for the same elective state, county, or city office. This section does not apply

in a jurisdiction in which the county or city imposes a limit on contributions pursuant to Section 85702.5.

(b) This section shall become operative on January 1, 2021.

SEC. 17. Section 85318 of the Government Code is amended to read:

85318. (a) A candidate for elective state office may raise contributions for a general election before the primary election, and for a special general election before a special primary election, for the same elective state office if the candidate sets aside these contributions and uses these contributions for the general election or special general election. If the candidate for elective state office is defeated in the primary election or special primary election, or otherwise withdraws from the general election or special general election, the general election or special general election funds shall be refunded to the contributors on a pro rata basis less any expenses associated with the raising and administration of general election or special general election contributions. Notwithstanding Section 85201, candidates for elective state office may establish separate campaign contribution accounts for the primary and general elections or special primary and special general elections.

(b) This section shall remain in effect only until January 1, 2021, and as of that date is repealed, unless a later enacted statute, that is enacted before January 1, 2021, deletes or extends that date.

SEC. 18. Section 85318 is added to the Government Code, to read:

85318. (a) A candidate for elective state, county, or city office may raise contributions for a general election before the primary election, and for a special general election before a special primary election, for the same elective state, county, or city office if the candidate sets aside these contributions and uses these contributions for the general election or special general election. If the candidate for elective state, county, or city office is defeated in the primary election or special primary election, or otherwise withdraws from the general election or special general election, the general election or special general election funds shall be refunded to the contributors on a pro rata basis less any expenses associated with the raising and administration of general election or special general election contributions. Notwithstanding Section 85201, candidates for elective state, county, or city office may establish separate campaign contribution accounts for the primary and general elections or special primary and special general elections.

(b) This section does not apply in a jurisdiction in which the county or city imposes a limit on contributions pursuant to Section 85702.5.

(c) This section shall become operative on January 1, 2021.

SEC. 19. Section 85702.5 is added to the Government Code, to read:

85702.5. (a) A county or city may, by ordinance or resolution, impose a limit on contributions to a candidate for elective county or city office that is different from the limit set forth in subdivision (d) of Section 85301. The limitation may also be imposed by means of a county or city initiative measure.

(b) A county or city that establishes a contribution limit pursuant to subdivision (a) may adopt enforcement standards for a violation of that limit, which may include administrative, civil, or criminal penalties.

(c) The Commission is not responsible for the administration or enforcement of a contribution limit adopted pursuant to subdivision (a).

(d) This section shall become operative on January 1, 2021. A county or city's limit on contributions to a candidate for elective county or city office that is in effect on the operative date of this section shall be deemed to be a limit imposed pursuant to subdivision (a).

SEC. 20. No reimbursement is required by this act pursuant to Section 6 of Article XIII B of the California Constitution because the only costs that may be incurred by a local agency or school district will be incurred because this act creates a new crime or infraction, eliminates a crime or infraction, or changes the penalty for a crime or infraction, within the meaning of Section 17556 of the Government Code, or changes the definition of a crime within the meaning of Section 6 of Article XIII B of the California Constitution.

SEC. 21. The Legislature finds and declares that this bill furthers the purposes of the Political Reform Act of 1974 within the meaning of subdivision (a) of Section 81012 of the Government Code.



City Council Goal Setting Workshop

January 29 & 30, 2021

ATTACHED MATERIALS:

- “Attributes of Exceptional Councils” by Institute for Local Governments
- “How Effective City Councils Work Together” by Shawn Spano, PhD
- City Council Norms
- City Council Policy 97-01 Rules for the Conduct of City Council Meetings
- 2020-2021 Sustainable Morgan Hill
- Climate Action Planning Background
- City Council Policy 03-02 Ex Parte Contacts
- Campaign Contribution Limits Bill and Summary

FRIDAY, JANUARY 29, 2021

Time	Topic	Presenter
1:00 PM-2:00 PM	1. Welcome	
	1.1 Welcome	Mayor Constantine & Christina Turner
	1.2 Council Introductions and Team Building Exercise	Christina Turner
	1.3 Purpose of Goal Setting Workshop, Preview Agenda and Format	Christina Turner
	1.4 Review of 2020 Accomplishments	Leadership Team
	1.5 Public Comment	Mayor Constantine
2:00 PM-3:30 PM	2. Council Norms, Policies, Procedures, and Protocols	
	2.1 Summary of Council Member Interviews	Shawn Spano
	2.2 City Council Norms	Spano/Turner
	2.3 City Council Policy Considerations	Mayor/Turner
	2.3a Public Comment at Meetings	Mayor/Larkin/Turner
	2.3b. Council Reports at Meetings	Mayor/Larkin/Turner
	2.3c Other City Council Meeting Protocols	Mayor/Larkin/Turner

3:30 PM-4:30 PM	3. Sustainable Morgan Hill	
	3.1 Review of Sustainable Morgan Hill 2020-2021	Spano/Turner
	3.2 Review of 2020-2021 Strategic Priorities Workplan	Turner
	• Fiscal Sustainability • Affordable Housing and Homelessness • Community Engagement and Messaging • Economic Development • Transportation	
4:30 PM-5:00 PM	4. Redistricting	
	4.1 Discuss Upcoming Redistricting Process	Bigelow
SATURDAY, JANUARY 30, 2021		
9:00 AM-10:30 AM	5. Fiscal Sustainability	
	5.1 Budget Update	Turner/Nguyen
	5.2 Funding Priorities for Local Government	Turner/Ghione
10:30 AM-11:00 AM	6. Climate Action	
	6.1 Review City's Climate Action Planning	Anthony Eulo
11:00 AM-12:00 PM	7. Legal and Administrative Considerations	
	7.1 Brown Act	Don Larkin
	7.2 City Council Actions	Don Larkin
	7.3 Ex Parte Contacts/Quasi-Judicial	Don Larkin
	7.4 Campaign Limits	Michelle Bigelow
1:00 PM-2:30 PM	8. Briefings	
	8.1 Fire Update	Chief Hess
	8.2 Police Update	Chief Palsgrove
	8.3 Development Projects Update	Ramirez/Carman

2:30 PM-3:30 PM	9. Communications and Engagement	
	9.1 City Communications and Engagement	Maureen Tobin
	9.2 Social Media	Tobin/Larkin
3:30 PM-4:00 PM	10. On the Horizon	
	10.1 Review of Council Follow-Up/Future Business Items	Christina Turner
	10.2 Other: Broadband, Industrial Ordinance, County Solid Waste Opportunity, Housing, and Development Fee Update	Leadership Team
4:00 PM-5:00 PM	11. Goal Setting Wrap Up	

Attributes of Exceptional Councils

Leading public organizations and governing with colleagues on a council is a challenging art of community service. The Institute recognizes that many aspects of leadership and governance are not intuitive. This piece is intended to provide councilmembers and city managers insight into the attributes of exceptional councils as well as provide practical tips to help them become exceptional.

1. Exceptional councils develop a sense of team – a partnership with the city manager to govern and manage the city

The mayor, councilmembers and city manager see themselves and work as a team as they undertake a series of tasks to further their common purpose. The individual team members work in a coordinated and collaborative manner with a high degree of respect, trust and openness. The team values diversity in style and perspective. The team thinks and acts strategically as it examines issues/situations and decides on a course of action serving their city's mission and goals.

KEY CHARACTERISTICS

- Successfully transition from candidate to a member of the council.
- Become a champion of the city. Make decisions based on the needs and interests of the community at-large / the greater good.
- Develop, communicate and support policy goals and council decisions.
- Demonstrate a willingness to work collaboratively (as a team) and have a citywide perspective.

BEST PRACTICE TIPS

Build capacity to create a more effective team. The governance team (mayor, councilmembers and city manager) should get to know each other; how each person approaches issues, decision making style and so on. This can be accomplished at annual meetings or workshops through-out the year. In the event that councilmembers disagree, clear ground rules (norms of behavior and practice) can help quell acrimony before it becomes a problem. It's important to remember that trust is built around understanding and respect, not necessarily agreement.

2. Exceptional councils have clear roles and responsibilities that are understood and adhered.

Exceptional councils understand their role is to serve as policy maker - to represent the values, beliefs and priorities of their community while serving in the community's best interest. They carry out a variety of responsibilities including: developing and adopting a vision for the city; focusing and aligning plans, policies, agreements and budgets in furtherance of this vision; and holding themselves and the city manager accountable for results.

Exceptional councils understand that the city manager is responsible for the day-to-day operations of the city. The city manager is responsible for undertaking and accomplishing the policy objectives of the council. Exceptional councils recognize the subject matter expertise of staff and utilize their knowledge and experience to guide and inform decision making.

KEY CHARACTERISTICS

- Understand the role of local government and their responsibilities.
- Know their role- to set vision and policy, avoid micromanagement.
- Councilmembers should strive to be informed about the issues facing the city and be prepared to ask questions of staff and each other.

BEST PRACTICE TIPS

Create a shared understanding of the city manager's role and the council's expectations to optimize the working relationships. This shared understanding is informed by local charter and ordinance provisions that provide the overall framework for the relationship. The council should make time to have conversations during retreats and or study sessions to define and/or reveal and refine their role and responsibilities. Since role clarity between the city council and city management is critical to mutual success, having clear protocols helps avoid misunderstandings.

3. Exceptional councils honor the relationship with staff and each other

Exceptional councils understand that a good working relationship with staff is vital for the city to be run successfully. Exceptional councils treat each other and staff with dignity and respect. They act with civility and a high level of professional decorum. Councilmembers build trust by not playing the “gotcha game” and strive to have a no secrets, no surprises approach as an operating norm. Finally, they respect the diversity of styles and perspectives among their colleagues and staff and are open to new ideas.

KEY CHARACTERISTICS

- Councilmembers have the ability to respectfully disagree (to disagree without being disagreeable). They are able to leave it at the dais; debates are about policy, not personality.
- Exceptional councilmembers reflect positive decorum/model of leadership by providing respectful tone with colleagues.
- Establish a set of behaviors ahead of time, potentially documented in a code of conduct, to help promote civility and respect.

BEST PRACTICE TIPS

Set council priorities and strategic goals at an annual meeting; these goals and priorities are a tool to guide the city manager and staff on where to focus their efforts. This annual meeting provides time for the council to reflect on community priorities as well as offer an opportunity to discuss their decorum and their relationship among each other and the relationship between the city manager/staff and the council.

4. Exceptional councils routinely conduct effective meetings

Open and public meetings are central to democratic decision-making. Exceptional councils master the art of effective meetings. They develop and adhere to meeting protocols and processes. They spend time planning and organizing the agenda with the aim of having a more focused meeting. They allocate the council’s time and energy appropriately (focused on the council’s role and responsibilities) and meeting short- and long-term priorities. They honor the public’s participation and engagement and they generally start on time and are held during reasonable hours.

Exceptional councils use public meetings not only for their intended purpose, information sharing and decision-making,

KEY CHARACTERISTICS

- Councilmembers are respectful of each other, the public and everyone’s time.
- Councilmembers use engaging body language as a way to demonstrate respect.
- Issues are not personalized, thoughtful dialogue is the objective.
- Agenda packets are read, councilmembers come prepared and have an open mind
- Respect is demonstrated for varied opinions.
- Everyone strives to be civil and act with decorum.

but they also use the meeting to demonstrate respect and civility for each other, staff and the public. Exceptional councilmembers prepare in advance of the meeting, remain focused on the city goals and objectives and mindful of their role and responsibilities.

BEST PRACTICE TIPS

Develop and adopt (with regular reviews and updates), guidelines for conducting meetings and making decisions. These governance protocols typically address meeting procedures (agenda preparation, how to put issues on the agenda, debate and voting procedures (parliamentary rules) and standards of decorum (civility)). As part of a regular self-assessment, councils should evaluate their meetings and their effectiveness and adjust behavior and practices for better results.

5. Exceptional councils hold themselves and the city accountable

Exceptional councils operate openly, ethically and work to engage the community in a myriad of decisions impacting the prosperity and well-being of their community. Toward that end, exceptional councils consistently provide short- and long-term strategic direction and goals, as well as provide budget, program and policy oversight.

Exceptional councils hold themselves accountable for the conduct, behavior and effectiveness of the council. They establish clear priorities and goals and hold the city manager accountable for results. And finally, they embrace accountability as a process and tool to calibrate ongoing efforts to address and meet policy and program objectives.

KEY CHARACTERISTICS

- Councilmembers operate ethically and with integrity.
- Councils conduct team building / goal setting exercise to track progress towards mutually agreed upon goals
- Councils taking responsibility for the results (good and bad).
- Councils celebrate success.
- Councilmembers hold themselves responsible for adhering to operating protocols and codes of conduct.

BEST PRACTICE TIPS

Annually evaluate council and city manager performance toward achieving the city's priorities and goals (consider having this be part of an annual goal setting meeting). Council should consider assessing its own behavior and effectiveness as part of its annual self-assessment.

6. Exceptional councils have members who practice continuous personal learning and development

Governance is not intuitive. In addition, the policy and economic environment impacting cities are ever changing. Exceptional councils continually provide the opportunity to build their knowledge and skills, to enhance their understanding of key issues, increase their awareness of best practices and sharpen their leadership and governance skills.

KEY CHARACTERISTICS

- Stay informed on key issues
- Gain key insights and knowledge on all aspects of governing, from budgets to plans and everything in between.
- Learning to listen is sometimes more important than learning to give a speech.

BEST PRACTICE TIPS

Seek out national, state and local professional growth and educational opportunities. These opportunities can focus on the nuts and bolts of governing to helping you gain valuable information and/or insights on key policy issues facing your city. In addition, city run orientations for newly elected officials provide a good way to acclimate new members to the council's norms and protocols as well as the budget and key policy issues.

CITY HALL

After the Campaign Is Over:

Aim for Exceptional



The 2018 midterm election cycle was one of the most divisive, polarizing and competitive election cycles in recent U.S. history. And Election Day came on the heels of an extraordinarily contentious battle over filling a Supreme Court seat — a clash that left some wondering if democracy had reached a new low.

The November ballot in California included 11 statewide ballot initiatives, with proponents and opponents of those measures contributing over \$368 million to win. In addition to voting on ballot measures, California voters elected Assembly and Senate members, a new governor, lieutenant governor, treasurer, controller and superintendent of public instruction, among others. Golden State voters also re-elected Sen. Dianne Feinstein (D-Calif.) for a sixth term and sent 53 returning and newly elected members to the U.S. House of Representatives, where Democrats captured the majority.

Election Day also saw significant action at the local level, where hundreds of Californians ran for local government offices, including city council, mayor, sheriff and more. Besides electing local leaders, California voters weighed in on 386 local tax and bond measures and approved over 300 to support local public services and facilities for police, fire, housing, parks, transportation and schools.

Campaigns and Sharp Contrasts

Campaigns and elections, at their core, often accentuate what divides us. They are designed to set a given candidate or issue apart from another. In a campaign, candidates strive to present their positions on policy issues or problems as sharply contrasting with those of their opponents. It's all part of the effort to persuade voters and win their votes.

At the municipal level, this can take on a highly personal tone, as local officials regularly find themselves campaigning against an opponent who is also their neighbor or fellow council member. He or she may shop at the same grocery store as you, may attend the same place of worship and visit the same commercial establishments and local farmers markets. Your children may even attend the same school. In other words, your opponent is often no stranger.

Moving From Campaigning to Collaborating

However, after the campaign is over, the final ballots have been counted (which may take several weeks) and the oaths of office taken, your constituents — those who voted for you and those who may not have — expect their officials to faithfully and impartially perform and discharge the duties of their office according

continued

to the law and the best of their ability, as the oath of office requires. These duties include collaborating with council colleagues (and sometimes former opponents) and others in City Hall to:

- Protect the public's safety;
- Improve the quality of life by effectively delivering essential community services;
- Grow the local economy;
- Create jobs;
- Be a responsible steward of public resources; and more.

Campaigns may highlight our differences; however, after every election, thousands of elected city officials make the transition beyond divisive campaign rhetoric to effective governance and carry out the duties that voters expect them to fulfill. This transition is a hallmark of a functioning democracy. And presumably that is why, according to a 2018 Pew Research report, two-thirds (67 percent) of Americans surveyed had a favorable opinion of their local government, compared with only one-third (35 percent) who viewed the federal government favorably.

When writing this column, I thought about my time serving as director of the Department of Metropolitan Development for Indianapolis and later as deputy mayor under former Mayor Bart Peterson. In a partisan election system, Peterson was the first Democratic mayor elected since 1967 and would share governing with a 29-member city-county council led by a Republican majority.

Peterson wasted no time transitioning from candidate to mayor of the nation's then-12th largest city. He turned his attention to carrying out his campaign promises, which included improving the delivery of services to all neighborhoods. This soon became the focus of my role in the administration. Like Peterson, I quickly realized there were no Republican or Democratic potholes, just dangerous potholes that constituents expected the city to repair.

Immediately after the election, the mayor began visiting diverse neighborhoods throughout the city to meet with residents,



some of whom had voted for him and others who had not, to understand their priorities and what they needed from their local government. While not every neighborhood leader agreed with his priorities, they were included in the decisionmaking process regardless of how they had voted. Peterson was also inclusive in his outreach and collaboration with all city-county council members — four who were elected at large and 25 who were elected in districts; some were Republicans and others were Democrats.

Although local government races in California are nonpartisan, it can still be challenging to put aside the competitive mindset after the election is over and work together as a cohesive team to do what's best for the community.

The Qualities of Exceptional Councils

As we move beyond the 2018 midterm election cycle, I believe the public will continue to look favorably on local government and a functioning local democracy if newly elected and re-elected mayors and council members embrace the following attributes of exceptional councils.

Exceptional councils develop a sense of team — a partnership with the city manager to govern and manage the city. The mayor, council members and city manager see themselves as a team in a joint endeavor as they undertake a series of tasks to achieve their common purpose. The individual team members work in a coordinated and collaborative manner with a high degree of respect, trust and openness. The team values diversity in styles and perspectives, and it thinks and acts strate-

gically as it examines issues and situations and decides on a course of action serving the city's mission and goals.

Exceptional councils have clear roles and responsibilities that are understood and adhered to. Exceptional councils understand their role is to serve as policy-makers — to represent the community's values, beliefs and priorities while serving in its best interest. They carry out a variety of responsibilities, including:

- Developing and adopting a vision for the city;
- Focusing and aligning plans, policies, agreements and budgets to advance this vision; and
- Holding themselves and the city manager accountable for results.



Exceptional councils treat each other and staff with dignity and respect.



After every election, thousands of elected city officials make the transition beyond divisive campaign rhetoric to effective governance.

Exceptional councils understand that the city manager is responsible for the city's day-to-day operations and for undertaking and accomplishing the council's policy objectives. The exceptional council recognizes the subject matter expertise of staff and uses that knowledge and experience to guide and inform decisionmaking.

Exceptional councils honor the relationship with staff and each other. Such councils understand that a good working relationship with staff is vital for the city to be run successfully. Exceptional councils treat each other and staff with dignity and respect. They act with civility and a high level of professional decorum. Council members build trust by not playing the "gotcha game" and strive to take a "no secrets, no surprises" approach as the

operating norm. Finally, they respect the diversity of styles and perspectives among their colleagues and staff and are open to new ideas.

Exceptional councils routinely conduct effective meetings. Open and public meetings are central to democratic decisionmaking. Exceptional councils master the art of effective meetings. They:

- Develop and adhere to meeting protocols and processes;
- Spend time planning and organizing the agenda with the aim of having a focused meeting;
- Allocate the council's time and energy appropriately, focused on its role and responsibilities and on meeting short- and long-term priorities; and
- Honor the public's participation and engagement.

Such meetings generally start on time and are held during reasonable hours.

Exceptional councils use public meetings not only for their intended purpose, information sharing and decisionmaking, but also as an opportunity to demonstrate respect and civility for each other, staff and the public. The council members review the necessary materials and prepare ahead of the meeting. They stay focused on the city's goals and objectives and remain mindful of their role and responsibilities.

Exceptional councils hold themselves and the city accountable. They operate openly and ethically and work to engage residents in myriad decisions affecting the community's prosperity and well-being.

Toward that end, exceptional councils consistently provide short- and long-term strategic direction and goals as well as budget, program and policy oversight.

Exceptional councils hold themselves accountable for their conduct, behavior and effectiveness. They establish clear priorities and goals and hold the city manager accountable for results. And finally, they embrace accountability as a process and tool to calibrate ongoing efforts to address and meet policy and program objectives.

Exceptional councils have members who practice continual personal learning and professional development. Governance is not intuitive. In addition, the policy and economic environments impacting cities are ever changing. Exceptional councils continually find ways to build their knowledge and skills, enhance their understanding of key issues, increase their awareness of best practices and sharpen their leadership and governance skills.

This material is drawn from resources provided by the Institute for Local Government. For more information on effective governance, visit www.ca-ilg.org/effective-governance.

Focusing on What Unites Us

Leading in a post-election environment can be challenging, but our democracy depends on it. As the League's executive director, I am inspired every day by the efforts of city managers, council members, mayors and city staff to bridge what divides us and to focus instead on the ties that unite us as individuals and communities. ■

**Morgan Hill City Council Goal-Setting Workshop:
How Effective City Councils Work Together
January 29-30, 2021**

Council-to-Council Norms

The facilitator, Shawn Spano, developed the following norms for effective City Council relations based on his experience facilitating numerous Council goal-setting and teambuilding workshops over the past several years.

- 1. Build Good Relationships:** Create trust, demonstrate respect, and engage in open and honest dialogue with each other.
- 2. Seek Understanding:** Make efforts to understand each other's concerns, issues, interests, and perspectives.
- 3. Manage Differences:** Address disagreements and differences constructively; concentrate on issues, not personalities; engage in problem solving together.
- 4. Find Common Ground:** Seek areas of agreement; identify shared interests, values, and positions.
- 5. Commit to Decisions:** Move forward without animosity after decisions are made and votes taken; avoid undermining the decision or denigrating Council colleagues.
- 6. Be Candid:** Provide each other with constructive feedback and suggestions in supportive and non-threatening ways (e.g. off line conversations).
- 7. Use Council Meeting Time Wisely:** Move efficiently toward decisions on non-controversial items when it is apparent that there is broad Council support. Facilitate a sharing of perspectives and dialogue among Council Members on complex or controversial items for which there is a range of views to be explored. Avoid long speeches.

Qualities of Exceptional Councils

The following qualities of exceptional councils were identified by Carolyn Coleman, Executive Director for the League of California Cities, in an article published in the *Western City* (January 2019).

- 1. Exceptional councils develop a sense of team — a partnership with the city manager to govern and manage the city.** The mayor, council members and city manager see themselves as a team in a joint endeavor as they undertake a series of tasks to achieve their common purpose. The individual team members work in a coordinated and collaborative

manner with a high degree of respect, trust and openness. The team values diversity in styles and perspectives, and it thinks and acts strategically as it examines issues and situations and decides on a course of action serving the city's mission and goals.

- 2. Exceptional councils have clear roles and responsibilities that are understood and adhered to.** Exceptional councils understand their role is to serve as policymakers — to represent the community's values, beliefs and priorities while serving in its best interest. They carry out a variety of responsibilities, including:

- Developing and adopting a vision for the city;
- Focusing and aligning plans, policies, agreements and budgets to advance this vision; and
- Holding themselves and the city manager accountable for results.

Exceptional councils understand that the city manager is responsible for the city's day-to-day operations and for undertaking and accomplishing the council's policy objectives. The exceptional council recognizes the subject matter expertise of staff and uses that knowledge and experience to guide and inform decision-making.

- 3. Exceptional councils honor the relationship with staff and each other.** Such councils understand that a good working relationship with staff is vital for the city to be run successfully. Exceptional councils treat each other and staff with dignity and respect. They act with civility and a high level of professional decorum. Council members build trust by not playing the "gotcha game" and strive to take a "no secrets, no surprises" approach as the operating norm. Finally, they respect the diversity of styles and perspectives among their colleagues and staff and are open to new ideas.

- 4. Exceptional councils routinely conduct effective meetings.** Open and public meetings are central to democratic decision-making. Exceptional councils master the art of effective meetings. They:

- Develop and adhere to meeting protocols and processes;
- Spend time planning and organizing the agenda with the aim of having a focused meeting;
- Allocate the council's time and energy appropriately, focused on its role and responsibilities and on meeting short- and long-term priorities; and
- Honor the public's participation and engagement.
- Such meetings generally start on time and are held during reasonable hours.

Exceptional councils use public meetings not only for their intended purpose, information sharing and decision-making, but also as an opportunity to demonstrate respect and civility for each other, staff and the public. The council members review the necessary materials and prepare ahead of the meeting. They stay focused on the city's goals and objectives and remain mindful of their role and responsibilities.

- 5. Exceptional councils hold themselves and the city accountable.** They operate openly and ethically and work to engage residents in myriad decisions affecting the community's

prosperity and well-being. Toward that end, exceptional councils consistently provide short- and long-term strategic direction and goals as well as budget, program and policy oversight.

- 6. Exceptional councils hold themselves accountable for their conduct, behavior and effectiveness.** They establish clear priorities and goals and hold the city manager accountable for results. And finally, they embrace accountability as a process and tool to calibrate ongoing efforts to address and meet policy and program objectives.
- 7. Exceptional councils have members who practice continual personal learning and professional development.** Governance is not intuitive. In addition, the policy and economic environments impacting cities are ever changing. Exceptional councils continually find ways to build their knowledge and skills, enhance their understanding of key issues, increase their awareness of best practices and sharpen their leadership and governance skills.

**Morgan Hill City Council Goal-Setting Workshop:
How Effective City Councils Work Together
January 29-30, 2021**

Council-to-Council Norms

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City Council Norms

Established January 26, 2019

- ❖ Be respectful of each other
- ❖ Address issue, not person
- ❖ Be honest and real
- ❖ “Clear air” if needed; have hard discussions
- ❖ Listen to each other
- ❖ Be aware of how we represent the City as leaders in the community
- ❖ Be accurate in statements
- ❖ Be open minded; avoid concluding on your position prior to an item being heard
- ❖ Recognize that experience comes in diverse ways
- ❖ Be mindful of time
- ❖ Keep decorum of meeting throughout
- ❖ No side conversations
- ❖ Come prepared
- ❖ Give enough time to discuss issues
- ❖ Ok to ask City Council to continue an item if not ready
- ❖ Don’t be repetitive on requests and comments
- ❖ Wait to be recognized before speaking
- ❖ Keep the order of meetings (questions, public comment, and then discussion)
- ❖ Provide early notice of request for alternates to attend outside appointment meetings
- ❖ Speak into the microphone
- ❖ Cell phones silenced
- ❖ Be punctual
- ❖ Send questions in advance of meeting; let City Manager know if you plan to pull a consent item
- ❖ Be engaged
- ❖ Be concise

CITY OF MORGAN HILL

CITY COUNCIL POLICIES AND PROCEDURES

CP-97-01

SUBJECT: RULES FOR THE CONDUCT OF CITY COUNCIL MEETINGS, PLACEMENT OF ITEMS ON THE AGENDA, AND MATTERS TO BE RECONSIDERED

EFFECTIVE DATE: May 7, 1997

REVISED DATE(S): July 25, 2018, February 5, 2020

ORIGINATING DEPARTMENT: CITY MANAGER

SECTION 1 - SCOPE

- 1.1** These rules shall establish the procedures for the conduct of all meetings of the City Council of the City of Morgan Hill. The purpose of these rules is to provide procedures consistent with the Ralph M. Brown Act, establish procedures which will be convenient for the public, be fair to all members of the City Council, and contribute to the orderly conduct of City business.

SECTION 2 - MEETINGS

- 2.1** Open to Public: All meetings of the City Council, whether regular or special, shall be open to the public, unless a closed session is scheduled as authorized by law.
- 2.2** Regular Meetings: The City Council shall conduct its regular meetings at the time and place established by ordinance, if specified in the ordinance or resolution.
- 2.3** Review Status of Agenda at 10:00 p.m.: The City Council may review the agenda at 10:00 p.m. to determine if it will be able to conclude its business by 11:00 p.m. If, at 11:00 p.m., the City Council has not concluded its business, before continuing the meeting it shall review and discuss the status of the remaining agenda items and determine by majority vote whether to continue any remaining items to a future regular or special meeting, adjourn the meeting to another date and time, or extend the meeting beyond 11:00 p.m. as needed.
- 2.4** Special Meetings/Workshops: A special meeting and/or workshop may be called at any time by the Mayor or Presiding Officer of the City Council or by three members of the City Council. Written notice of any such meeting must specify the purpose of the meeting. Notice of the meeting must be made in accordance with the law.
- 2.5** Closed Sessions: The City Council may hold closed sessions during a regular or special meeting, or at any time authorized by law, to consider or hear any matter which is authorized by law. At times, Closed Sessions may have to be held in an order different than presented due to the timeliness of the matter, to save the City money when an outside attorney has been retained or due to the need for extra time to discuss and deliberate an important closed session item. Closed session items may be continued to the conclusion of the agenda.

- 2.6 Quorum:** Three (3) members of the City Council shall constitute a quorum and shall be sufficient to transact business. If less than three Council members appear at a regular meeting, the Mayor, Mayor Pro Tempore in the absence of the Mayor, any member of the City Council, or in the absence of all Council members, the City Clerk or Deputy City Clerk shall adjourn the meeting to a stated day and hour.
- 2.7 Adjourned Meetings:** The City Council may adjourn any regular, adjourned regular, special, or adjourned special meeting to a time and place specified in the order of adjournment and permitted by law.

SECTION 3 - POSTING NOTICE AND AGENDA

- 3.1 Posting of Notice and Agenda:** For every regular or special meeting, the City Clerk or other authorized person, shall post a notice of the meeting specifying the time and place at which the meeting will be held and an agenda containing a brief description of all items of business to be discussed at the meeting. The notice and agenda may be combined in a single document.
- a. Posting for Regular Meetings:** For any regular meeting of the City Council, the notice and agenda shall be posted no later than seventy-two (72) hours prior to the time set for the meeting consistent with all Brown Act requirements.
 - b. Posting for Special Meetings:** For any special meetings of the City Council, the notice and agenda shall be posted no later than twenty-four (24) hours prior to the time set for the meeting consistent with all Brown Act requirements.
- 3.2 Location of Posting:** The notice and agenda shall be posted on the City's website and in a place to which the public has unrestricted access during at least normal business hours and where the notice and agenda are not likely to be removed or obscured by other posted materials.
- 3.3 Availability of the Agenda to the Public:** The agenda for any regular or special meeting shall be made available to the public as soon as is practical after delivery to the members of the City Council.

SECTION 4 - AGENDA CONTENTS

- 4.1 Description of Matters:** All items of business to be discussed at a meeting of the City Council shall be briefly described on the agenda. The description of the item and the proposed action to be considered should be set forth as clearly as practical so that members of the public will know the nature of the action under review and consideration.
- 4.2 Placement of items on the agenda:** The Mayor, City Manager, or City Attorney may place items on the agenda. Members of the City Council may request items to be added to an upcoming City Council agenda by requesting an item during the "Future Council Initiated Agenda Items" Section of the agenda. A City Council verbal report will then be placed on an upcoming agenda for Council discussion and consideration.
- 4.3 Limitation to Act on Only Items on the Agenda:** No action shall be taken by the City Council on any item not on the posted agenda, subject only to the exceptions listed below:

- a. Upon a majority determination that an "emergency situation" (as defined by State Law) exists; and
 - b. Upon a determination by a 4/5 vote of the City Council that there is a need to take immediate action and that the need to take the action came to the attention of City officials subsequent to posting of the agenda.
- 4.4 Change in Order of Business: The Mayor or Presiding Officer may decide to take matters listed on the agenda out of the prescribed order unless a majority of members present object to this variation.
- 4.5 City Council Reports: On an alternating basis, at each Council meeting a Council Member has the opportunity to share with the Council and community any pertinent updates or information in regard to their appointments to outside agencies, upcoming events, or relevant City business. These are non-action items.
- 4.6 City Manager Report: These are updates on current City activities, reports on issues raised at previous Council meetings, or recognitions. These are non-action items.
- 4.7 City Attorney Report: These are updates on current City activities, reports on issues raised at previous Council meetings, or reportable actions of the City Council in Closed Sessions and/or current litigation. These are non-action items.
- 4.8 Other Reports: These are pertinent updates or information on upcoming activities or events relevant to City business. These are non-action items.
- 4.9 Public Comment for items not on the agenda: This refers to those matters not scheduled on the agenda where a member of the public wants to address a matter of importance to the City Council. Since the matter is not on the agenda, no action by Council can be taken. If a member of Council so desires, the matter can be placed on the agenda of a future Council meeting for review and consideration.
- 4.10 Consent Calendar: These are items of a routine or generally uncontested nature. Any member of the Council or member of the public may request to have an item pulled from the consent calendar and acted on individually by the Council. Items pulled will be discussed after action is taken on the balance of the consent calendar. The Mayor shall decide if the items are heard before or after moving on to public hearing and other business items.
- 4.11 Public Hearings: These are matters that are duly noticed and published in a newspaper of general circulation and where required by law, written notice is given to the affected residents who have the opportunity to speak in favor or against a matter or ask questions about the matter.
- 4.12 Other Business: These are other matters of City business which are not appropriately placed on the consent calendar and do not require published notices and require Council action and direction.
- 4.13 Future Business: These are items that members of the City Council wish to discuss to potentially take action on or have placed on future agendas.

SECTION 5. ORDER OF BUSINESS

5.1 The order of business at meetings of the City Council shall be as follows:

- a.** CALL TO ORDER
- b.** ROLL CALL ATTENDANCE
- c.** DECLARATION OF POSTING AGENDA
- d.** WORKSHOP (if needed; 5:00-6:00 p.m., or as deemed appropriate)
- e.** CLOSED SESSION (if needed; 6:00-7:00 p.m., or as deemed appropriate)
- f.** SILENT INVOCATION
- g.** PLEDGE OF ALLEGIANCE
- h.** PRESENTATIONS
- i.** PROCLAMATIONS
- j.** RECOGNITIONS
- k.** CITY COUNCIL REPORTS
- l.** CITY MANAGER'S REPORT
- m.** CITY ATTORNEY'S REPORT
- n.** OTHER REPORTS
- o.** PUBLIC COMMENT FOR ITEMS NOT ON THE AGENDA
- p.** ADOPTION OF AGENDA
- q.** CONSENT CALENDAR
- r.** PUBLIC HEARINGS
- s.** OTHER BUSINESS
- t.** FUTURE COUNCIL INITIATED AGENDA ITEMS
- u.** CLOSED SESSION
- v.** ADJOURNMENT

SECTION 6. PUBLIC COMMENT

- 6.1** Public Comment: Persons present at meetings of the City Council may comment on individual items on the agenda at the time the items are scheduled to be heard. In addition, comments may be offered on items not on the agenda under that portion of the agenda. In accordance with State law, matters not scheduled on the agenda cannot be acted upon by the City Council, but items raised by the public during public comment may be referred to a

future City Council agenda at the request of the Mayor or City Council.

- 6.2** Limitations: The public comment period may be 3 minutes for items on the agenda or items not listed on the agenda. Speakers are called in the order the speaker cards are submitted. Project applicants or appellants will be allowed more than the designated 3 minutes in accordance with City Council Policy 03-01. Consistent with this policy, the Mayor or Presiding Officer may recall an applicant or appellant to address questions after the public comment is heard. In addition, applicants will be given time at the end of the public hearing to address any questions or comments.

The Mayor or Presiding Officer may allow speakers who wish to speak under public comment for items not on the agenda to concede a portion of their time, specifically, one speaker may concede a portion of their time to one other speaker. For all other business items, the Mayor or Presiding Officer may allow speakers more time and/or allow speakers to concede a portion of their time to a designated speaker of a group unless a majority of the City Council objects. Speakers that wish to designate a group speaker shall notify the City Clerk before discussion on the item begins.

- 6.3** Procedure: To address the City Council, each speaker is requested to fill out a Speaker Card and turn it in to the City Clerk before discussion on the agenda item begins. The speaker is requested to provide their name, contact information, and the subject (s) upon which the speaker wishes to address the City Council. Speakers who do not wish to provide their name should provide an alternative designation so that they can be called to speak by the City Clerk.

SECTION 7. PROCEDURES FOR THE CONDUCT OF MEETINGS

7.1 Role of the Mayor/Presiding Officer:

- a.** The Presiding Officer of the City Council, who shall be the Mayor or in the Mayor's absence shall be the Mayor Pro Tempore, or in their absence any other designated member of the City Council, shall be responsible for maintaining the order and decorum of meetings. It shall be the duty and responsibility of the Presiding Officer to ensure that the rules of operation and decorum contained herein are observed. The Presiding Officer shall maintain control of communication between Council Members and between the Council, staff, and public.
- b.** Communication with Council Members
 1. Council Members should request the floor from the Presiding Officer before speaking.
 2. When one member of the Council has the floor and is speaking, other Council Members shall not interrupt or otherwise disturb the speaker.
 3. With the concurrence of the Mayor, a Council Member holding the floor may address a question to another Council Member. The Council Member being questioned may or may not respond while the floor is still held by the Council Member asking the question. The reply shall be limited to the question asked.
- c.** The Mayor or Presiding Officer may declare that an item within the meeting will be conducted in "workshop" format, which means that the procedures described in

section 7.1B do not strictly apply. This is to allow for a more open discussion without strict formalities. The Mayor or Presiding Officer may end the workshop format for the item at his/her discretion.

d. Communication with Members of the Public Addressing the Council

1. The Mayor or Presiding Officer shall open the floor for public testimony as appropriate.
2. After a witness or subject matter expert has addressed the City Council during public comment, Council members may only ask questions of witnesses or subject matter experts. Such questions should be directed to the person through the Presiding Officer unless the Presiding Officer grants the Council Member permission to directly question the person.
3. Staff members, through the City Manager, shall be a resource to the City Council to answer questions arising during discussions between Council Members and between Council Members and members of the public. Communications in this regard shall be through the Presiding Officer.
4. Members of the public shall direct their questions and comments through the Presiding Officer.

7.2 Rules of Order: The City Council adopts no specific rules of order except those listed herein. The City Council shall refer to The Standard Code of Parliamentary Procedure by Alice Sturgis (McGraw Hill) as a guide for the conduct of meetings. The Sturgis guideline regarding not requiring seconds for governmental bodies' motions, resolutions or ordinances is not adopted as the rule in the City. The Mayor or Presiding Officer has the discretion to impose reasonable rules at any particular meeting based upon facts and circumstances found at any particular meeting. These latter rules will be followed unless objected to by a majority of the City Council members present.

7.3 Motions: The Mayor or any member of the City Council may bring a matter of business on the agenda before the Council by making a motion. Before the matter can be considered or debated it must be seconded. Once the motion has been properly made and seconded, the Presiding Officer shall open the matter for full debate offering the first opportunity to debate to the moving party and, thereafter, to any Council Member recognized by the Mayor or Presiding Officer. Debate shall be closed upon consent of a majority of the Council.

7.4 Reconsideration: Immediately after a vote on a matter, any member of the City Council may request to have his/her vote changed on a matter before the Council moves on to the next item. Such a request will be granted by the Mayor or Presiding Officer unless a majority of the Council objects.

A matter may be reconsidered by the City Council if a member on the prevailing side of the vote requests reconsideration. Such a motion may be made at a meeting where such action is taken or at a subsequent meeting of the Council, however, nothing in this policy precludes the majority of members of the City Council from requesting reconsideration of any item.

7.5 Debate:

- a. The discussions and deliberations at meetings of the City Council are to secure the informed judgement of Council members on proposals submitted for decision. This purpose is best served by the exchange of thought through discussion and debate.

Debate is regulated by these rules in order to assure every member a reasonable and equal opportunity to be heard.

- b. Obtaining the Floor for Debate:

As soon as a debatable motion has been stated to the Council by the Mayor or Presiding Officer, any member of the Council has a right to discuss it after obtaining the floor. The member obtains the floor by seeking recognition from the Mayor or Presiding Officer. A member who has been recognized is entitled to be heard so long as he/she observes the rules of debate.

- c. Speaking More Than Once:

To encourage the full participation of all members of the Council, no member or members shall be permitted to monopolize the discussion of the question. If a Council member has already spoken and other members wish to speak, the latter members should be recognized in preference to the member who has already spoken. However, if no other members seek recognition, the Mayor or Presiding Officer may recognize the member who has already spoken.

- d. Relevancy of Debate:

All discussion must be relevant to the motion before the City Council. A member is given the floor only for the purpose of discussing the pending question; discussion which departs is out of order. The Mayor or Presiding Officer should then direct the speaker to limit discussion to the question before the City Council.

A motion-its nature or consequences-may be attacked vigorously. But it is never permissible to attack the motives, character, or personality of a member either directly or by innuendo or implication. It is the duty of the Mayor or Presiding Officer instantly to stop any member who engages in personal attacks. It is the motion, not its proposer, that is the subject of debate. Meetings must discuss measures and ideas, not people.

Arguments, for or against a measure, should be stated as concisely as possible.

Debate must be fundamentally impersonal. All discussion is addressed to the Mayor or Presiding Officer and must never be directed to any individual.

- e. Mayor's Duties During Debate:

The Mayor or Presiding Officer has the responsibility of controlling and expediting debate. A Council member who has been recognized to speak on a question has a right to the undivided attention of the Council.

It is the duty of the Mayor or Presiding Officer to keep the subject clearly before the

members, to rule out irrelevant discussion, and to restate the question whenever necessary.

SECTION 8. DECORUM

- 8.1 Council Members:** Members of the City Council value and recognize the importance of the trust invested to them by the public to accomplish the business of the City. Council Members shall accord the utmost courtesy to each other, to City employees, and to the public appearing before the City Council.
- 8.2 City Employees:** Members of City staff shall observe the same rules of order and decorum applicable to the City Council. City staff shall act at all times in a business and professional manner towards Council Members and members of the public.
- 8.3 Public:** Members of the public attending City Council meetings shall observe the same rules of order and decorum applicable to the City Council.
- 8.4 Noise in the Chambers:** Noise emanating from the audience within the Council Chambers or lobby area, which disrupts City Council meetings, shall not be permitted.
- 8.5 Sergeant-at-Arms:** The Chief of Police, or his/her designated representative shall be ex-officio Sergeant-at-Arms of the City Council.

SECTION 9. VIOLATIONS OF PROCEDURES

- 9.1** Nothing in these policies and procedures shall invalidate a properly noticed and acted upon action of the City Council in accordance with State Law.

This policy shall remain in effect until modified by the City Council.

APPROVED:



RICH CONSTANTINE, MAYOR

SUSTAINABLE MORGAN HILL



VISION

To sustain a safe, inclusive, socially responsible, environmentally conscious, and economically sound community

Choose Morgan Hill

The City of Morgan Hill is the best community for people to live, work, visit, and operate their businesses.

City Council Ongoing Priorities

- Enhancing Public Safety
- Protecting the Environment and Preserving Open Space and Agricultural Land
- Maintaining Infrastructure
- Supporting our Youth, Seniors, and Entire Community
- Fostering a Positive Organizational Culture
- Preserving and Cultivating Public Trust
- Preserving our Community History
- Enhancing Diversity and Inclusiveness
- Advancing Regional Initiatives

2020-2021 Strategic Priorities

- **Fiscal Sustainability**
- Affordable Housing and Homelessness
- Community Engagement and Messaging
- Economic Development
- Transportation



These strategic priorities were established prior to the COVID-19 pandemic. In light of recent events, we recognize that all of these goals and priorities will be viewed through the lens of the global pandemic, and we will continue to have equity, public health, and financial responsibility in mind.

2020 - 2021

STRATEGIC PRIORITIES:

Fiscal Sustainability

The City will continue to be financial stewards of its resources and assets to ensure longterm fiscal sustainability. Through the upcoming biennial budget development process, the City will continue to control and/or reduce costs to achieve a structurally balanced budget, while maintaining adequate fund balance reserves. The City will evaluate its existing user fee schedules to ensure reasonable costs of providing services are appropriately assessed. The City will explore new or expand existing tax revenue sources to address the City's unfunded needs and liabilities.

- Continue the Engage Morgan Hill efforts (conversation about services, funding and priorities)
- Consider a revenue measure in November 2020
- Employ a sustainable budget strategy and identify funding gap
- Define the funding plans for police and fire services, and the City's infrastructure needs

Affordable Housing and Homelessness

Morgan Hill will continue to improve, preserve, and develop new safe, quality, rental and ownership housing for residents at all income levels. To the extent possible, the City will respond to and reconcile new housing initiatives and legislative mandates. The City will explore opportunities to respond to changes that are beneficial to the community as well as compliant with the law.

The City of Morgan Hill will collaborate with Santa Clara County and the City of Gilroy to continue to build a South County homeless response system that integrates County Safety Net Services and provides rapid response to people in need. The City will continue to employ a balanced approach, offering resources and referrals to services, partnering with the faith-based community and non-profits to create appropriate local service points, while also utilizing code compliance to protect private and public property.

- 
- In preparation for the Statewide 6th Housing Cycle, update the Housing Element of the General Plan to respond to new production mandates and actively participate in the development of formula and allocations of "fair share" housing unit assignments
 - Engage the community in decisions about where to locate new housing density requirements and necessary on-going changes to objective design criteria which guide quality development
 - Continue to respond to the new and proposed housing legislative and policy matters to the benefit of the community
 - Respond to the Governor's 2020 Homelessness initiatives by advocating for direct local dollars and direct access to funding for communities of less than 50,000 population
 - Seek out partnerships with non-profit housing developers to create new housing opportunities directly aligned with the City's "fair share" Regional Housing Needs Allocation (RHNA)
 - Work with the non-profit owner of affordable units to rehabilitate and extend the life of vital housing supplies at Depot Commons, the Willows, Skeels Hotel, and Villa Ciolino

2020 - 2021

STRATEGIC PRIORITIES (CONTINUED):

Community Engagement and Messaging

The City will continue to engage the community through the Engage Morgan Hill process. Engage Morgan Hill is a conversation about services, funding, and priorities. The focus of this process is both educating and engaging the community regarding what services the City provides, how the services are provided, and the funding sources/options for the services as we look toward the future. While educating the community, the City will provide opportunities for the community to be part of the decision-making process to ensure the City's fiscal sustainability in the future. The City will continue to nurture connections with all facets of our community, finding the best ways to outreach and share important community information.

- Continue to facilitate the Engage Morgan Hill process
- Continue to inform the community about significant development projects
- Provide outreach and engagement with the community on the 2020 United States Census
- Continue to find better ways to reach members of the community that do not speak English

Economic Development

The City's Economic Development efforts will focus on implementing the Economic Blueprint strategies and actions in the areas of healthcare, innovation, retail, and tourism, to help build long-term fiscal sustainability and improve quality of life for residents. This will be achieved by attracting jobs and commercial investment which generate revenues to support general City services, improving access to fast and reliable wireless connectivity, and increasing telecommunications infrastructure.

- Complete Request for Proposal (RFP) process and select provider for telecommunications services for City facilities
- Complete an Industrial Land Preservation Policy
- Complete a Retail Concentration Strategy
- Economic Development Outreach and Education/Awareness Campaign





Transportation

The City has clearly identified traffic and transportation issues facing Morgan Hill as regional in nature. Morgan Hill will partner with the City of Gilroy to advocate for improvements and funding for the South Santa Clara County Transportation Corridor. The City will actively advocate on regional transportation planning issues. Locally, the City will prioritize funding for Vision Zero safety strategies over congestion management. The City will take actions to implement its goal to create a culture that prioritizes safety, creates livable streets, and seeks to eliminate traffic fatalities. Safety of pedestrians, bicyclists, drivers, and passengers is paramount.

- Respond to the Environmental Impact Report on the High-Speed Rail Authority's (HSRA) preferred alternative
- Continue efforts on Hale Avenue extension
- Advocacy will include:
 - Working with the Valley Transportation Authority (VTA), Caltrain, the County, the HSRA and the State to enhance service, secure funding for transportation projects and road maintenance, and protect the community from negative impacts of regional projects
 - Expansion of Highway 101 between Morgan Hill and Gilroy to reduce pass-through traffic and improve commute traffic for South County residents
 - Electrification of commuter rail from San Francisco to Gilroy
 - Funding for priority projects in South County



CITY OF MORGAN HILL

morganhill.ca.gov



Memorandum

Community Services Department

Date: January 29, 2020

To: Christina Turner

From: Anthony Eulo

Subject: Climate Action Planning

Last Spring, Councilmember Spring had an opportunity to review a Climate Action Resolution from the City of Menlo Park and asked if we had any similar activities. This memo describes, in broad terms, what we are currently doing in this area.

In simple terms, the City does not have an adopted Climate Action Plan and is not working on adopting one. The City's resources have not been sufficient to finalize nor implement a comprehensive plan. When the Environmental Services Division's budget was cut in the Great Recession, the City decided to focus solely on the following three things: 1) keeping us legal by meeting mandated actions; 2) pursuing ideas that can reduce operational expenses like solar and energy efficiency; 3) applying for grants that will fund environmental activities; and 4) water conservation funded through the water utility.

While we have maintained our focus in above areas, we have attempted to take meaningful Climate Action steps by:

- partnering with other cities, e.g., Silicon Valley Clean Energy;
- developing regulatory programs, e.g., Reach Code, that have a big impact but cost little to implement; and
- using low-cost intern staffing to explore and implement programs.

We will continue to try to have an impact in this area as resources allow. We tend to focus on program actions, instead of planning activities, in order to maximize our impact.

While the climate crisis is undoubtedly the most serious environmental challenge of our time, State regulations in other environmental areas continue to grow and will continue to demand more resources if the City wishes to remain in compliance. Chief among these are:

- New organic materials recycling laws which will dramatically increase the demand for oversight and administrative services;
- New trash amendments which will require the City to install and maintain trash collection devices in areas throughout the City – these amendments are in addition to the already

- growing collection of stormwater regulations the City must comply with; and
- New water conservation mandates which will likely necessitate significant new regulatory and educational activities by City staff.

All of the above will require both additional staff resources as well as investments in technology and equipment from our already-constrained City budget. Thus these growing “other” environmental requirements will make climate action planning more unattainable in Morgan Hill.

CITY OF MORGAN HILL

CITY COUNCIL POLICIES AND PROCEDURES

CP 03-02

SUBJECT: Ex Parte Contacts

EFFECTIVE DATE: November 5, 2003, **REVIEWED JULY 18, 2007**

ORIGINATING DEPARTMENTS: City Attorney

INTRODUCTION:

In addition to its legislative functions, the City Council, or its subordinate boards and commissions, may be called upon to act in a quasi-judicial capacity. "Quasi-judicial" means proceedings in which a property interest is at stake, and the body is charged with applying legal standards to a specific factual situation. Common quasi-judicial proceedings in the City include issuance of discretionary land use permits, rent control hearings, and appeals of all kinds.

In quasi-judicial proceedings, due process principles apply. Due process requires that participants be afforded a meaningful opportunity to prepare and be heard before an impartial decision maker, and that the decision be made on the record before the decision maker. Receipt of information outside the quasi-adjudicative hearing may deprive participants of due process, as the decision-maker may be basing his or her decision on evidence outside of the administrative record, and/or not be impartial. In order to ensure due process, the Council hereby adopts the following rules.

POLICY:

Council members, or members of any appropriate subordinate body, may discuss with any member of the public or listen to discussion of the facts of any quasi-judicial matter while such matter is pending before the City or such subordinate body, if the following guidelines are followed. (Matters involving permits are pending before a city agency, board or commission when an application for a permit has been filed with the appropriate City department; otherwise a matter is pending when the appropriate notice of appeal has been filed.)

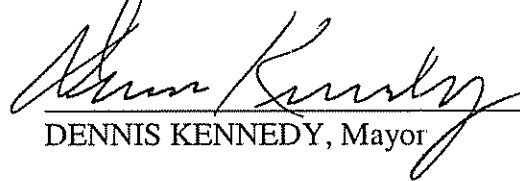
1. The fact of such discussions, and any content of such discussion which is germane to the pending matter, should be disclosed on the record at the beginning of the public hearing prior to the taking of any statements from the public or permit applicants.

2. Council members may attend noticed public hearings before subordinate boards and commissions but should not comment or engage in any discussion at such hearings. Information and evidence gained by Council members via their attendance at noticed public hearings before subordinate boards and commissions need not be disclosed at later Council consideration of the same or related matter.

3. Council members and appropriate members of subordinate bodies may visit sites and properties that are subject of pending proceedings, as long as the fact of such visits and any observations which are germane to the subject matter of the proceeding are disclosed on the record at the beginning of the public hearing prior to the taking of any statements from the public or permit applicants.

This policy is meant to augment, not supplant, any other legal obligations Council members or members of subordinate boards and commissions have regarding such contacts, including but not limited to disclosure of conflicts of interest under the Political Reform Act, Government Code section 81000 *et seq.*, and/or adherence to open meeting laws such as the Ralph M. Brown Act, Government Code section 54950 *et seq.*

APPROVED:



DENNIS KENNEDY, Mayor

California Fair Political Practices Commission

California State Contribution Limits

(Effective January 1, 2021 - December 31, 2022)

Candidates seeking a state office and committees that make contributions to state candidates are subject to contribution limits from a single source. Beginning January 1, 2021 a state campaign contribution limit will by default apply to city and county candidates when the city or county does not have laws addressing a contribution limit on such candidates. (Sections 85301 - 85303.) Contributions from affiliated entities are aggregated for purposes of the limits. (Regulation 18215.1.) The chart below shows the current limits per contributor for state offices and city and county candidates when the city or county does not have laws addressing a contribution limit on such candidates. The primary, general, special, and special run-off elections are considered separate elections. Contribution limits to candidates apply to each election. Contribution limits to officeholder and other committees apply on a calendar year basis. Contact your city or county about contribution limits for local offices, state campaign contribution limit will by default apply to city and county candidates when the city or county does not have laws addressing a contribution limit on such candidates.

Contribution Limits to State and Local* Candidates Per Election

Candidate or Officeholder	Contributor Sources		
	Person (individual, business entity, committee/PAC)	Small Contributor Committee (see definition on page 2)	Political Party
City and County Candidates subject to Section 85301 (d)	\$4,900	\$4,900	\$4,900
Senate and Assembly	\$4,900	\$9,700	No Limit
CalPERS/CalSTRS	\$4,900	\$9,700	No Limit
Lt. Governor, Secretary of State, Attorney General, Treasurer, Controller, Supt. of Public Instruction, Insurance Commissioner, and Board of Equalization	\$8,100	\$16,200	No Limit
Governor	\$32,400	\$32,400	No Limit

*State campaign contribution limit will by default apply to city and county candidates when the city or county does not have laws addressing a contribution limit on such candidates

Contributions to Other State Committees Per Calendar Year

Committee	Contributor Sources	
	Person (individual, business entity, committee/PAC)	
Committee (Not Political Party) that Contributes to State Candidates (PAC)	\$8,100	
Political Party Account for State Candidates	\$40,500	
Small Contributor Committee	\$200	
Committee Account NOT for State Candidates (Ballot Measure, PAC, Political Party)	No Limit*	

*State committees (including political parties and PACs) may receive contributions in excess of the limits identified above as long as the contributions are NOT used for state candidate contributions. (Regulation 18534.)

Contributions to State Officeholder Committees Per Calendar Year

Committee	Contributor Sources	
	Any Source (Person, Small Contributor Committee or Political Party)	Aggregate From All Sources
Senate and Assembly	\$4,000	\$67,300
CalPERS/CalSTRS	\$4,000	\$67,300
Lt. Governor, Secretary of State, Attorney General, Treasurer, Controller, Supt. of Public Instruction, Insurance Commissioner, and Board of Equalization	\$6,700	\$134,600
Governor	\$26,900	\$269,300

California Fair Political Practices Commission

California State Contribution Limits

(Effective January 1, 2021 - December 31, 2022)

The contribution limits are effective for elections held between January 1, 2021 and December 31, 2022. (Regulation 18545.) These limits do not apply to contributions made to elections in previous years. Such contributions are subject to the limits in place for that year see previous charts.

Legal Defense Funds

Contributions raised for a legal defense fund are not subject to contribution limits or the voluntary expenditure ceiling. However, a candidate or officeholder may raise, in total, no more than is reasonably necessary to cover attorney's fees and other legal costs related to the proceeding for which the fund is created. (Section 85304; Regulation 18530.4.)

Recall Elections

A state officeholder and city or county officeholder subject to Section 85301 (d) who is the subject of a recall may set up a separate committee to oppose the qualification of the recall measure and, if the recall petition qualifies, the recall election. Neither contribution limits nor voluntary expenditure ceilings apply to the committee to oppose the recall that is controlled by the officeholder who is the target of the recall attempt. Candidates running to replace an officeholder who is the target of a recall are subject to the contribution limits and the expenditure limits applicable to the election for that office. (Section 85315; Regulation 18531.5.)

Ballot Measure Committees

Contributions to ballot measure committees controlled by a candidate for elective state office or a candidate for elective city or county office subject to Section 85301 (d) are not limited.

Contributions from State Candidates and Candidates subject to Section 85301 (d)

A state candidate or candidate for elective city or county office subject to Section 85301 (d) may not contribute more than \$4,900 to a committee controlled by another state candidate or candidate for elective city or county office subject to Section 85301 (d) (This limit applies on a per election basis and includes, in the aggregate, contributions made from the candidate's personal funds and from campaign funds. (Section 85305; Regulation 18535.) This limit does not apply to a committee controlled by a state candidate or a committee controlled by a candidate for elective city or county office subject to Section 85301 (d) to oppose his or her recall or their contributions made to a legal defense fund established by a candidate for elective state office or candidate for elective city or county office subject to Section 85301(d). It also does not apply to contributions made by a candidate for elective state office or a candidate for elective city or county office subject to Section 85301 (d) to a ballot measure committee controlled by another state candidate or candidate for elective city or county office subject to Section 85301 (d). Please note there are certain rules applicable to use of funds held by state officeholder committees (See Regulation 18531.62.)

Communications Identifying State Candidates

Any committee that makes a payment or a promise of payment totaling \$50,000 or more for a communication that:

1. Clearly identifies a state candidate; but
2. Does not expressly advocate the election or defeat of the candidate; and
3. Is disseminated, broadcast, or otherwise published within 45 days of an election, may not receive a contribution from any single source of more than \$40,500 in a calendar year if the communication is made at the behest of the candidate featured in the communication. (Section 85310.)

Officeholder Committees

Officeholder contributions must be cumulated (in full) with any other contributions from the same contributor(s) for any other future elective state office or elective city or county office subject to Section 85301 (d) for which the officeholder maintains a controlled committee during the term of office in which the contribution is received. Contributions to candidates for future elections and to their officeholder account are cumulated for purposes of contribution limits. (Regulation 18531.62.)

Contributions from State Lobbyists

A state lobbyist may not contribute to a state officeholder's or candidate's committee if the lobbyist is registered to lobby the agency of the elected officer or the agency to which the candidate is seeking election. The lobbyist also may not contribute to a local committee controlled by any such state candidate. (Section 85702; Regulation 18572.) In addition, effective January 1, 2015, lobbyists and lobbying firms may no longer take advantage of the \$500 or less home/office fundraiser exception that is available to other individuals and entities. (Section 82015(f).)

Local Elections

Many cities and counties have local contribution limits and other election rules. "Local Campaign Ordinances" are listed on the FPPC's website. Check with your city or county about contribution limits for local elections. A State campaign contribution limit will by default apply to city and county candidates when the city or county does not have laws addressing a contribution limit on such candidates.

Definitions

Person: An individual, proprietorship, firm, partnership, joint venture, syndicate, business trust, company, corporation, limited liability company, association, committee, and any other organization or group of persons acting in concert. (Section 82047.)

Small Contributor Committee: Any committee that meets all of the following criteria:

- (a) The committee has been in existence for at least six months.
- (b) The committee receives contributions from 100 or more persons.
- (c) No one person has contributed to the committee more than \$200 per calendar year.
- (d) The committee makes contributions to five or more candidates. (Section 85203; Regulation 18503.)

Political Party Committee: The state central committee or county central committee of an organization that meets the requirements for recognition as a political party under Elections Code Section 5100. (Section 85205.)

Assembly Bill No. 571

CHAPTER 556

An act to amend and repeal Sections 10003 and 10202 of the Elections Code, and to amend Section 85301 of, to amend, repeal, and add Sections 85305, 85306, 85307, 85315, 85316, 85317, and 85318 of, and to add Section 85702.5 to, the Government Code, relating to the Political Reform Act of 1974.

[Approved by Governor October 8, 2019. Filed with Secretary of State October 8, 2019.]

LEGISLATIVE COUNSEL'S DIGEST

AB 571, Mullin. Political Reform Act of 1974: contribution limits.

The Political Reform Act of 1974 prohibits a person, other than a small contributor committee or political party committee, from making to a candidate for elective state office, for statewide elective office, or for the office of Governor, and prohibits those candidates from accepting from a person, a contribution totaling more than a specified amount per election. For a candidate for elective state office other than a candidate for statewide elective office, the limitation on contributions is \$3,000 per election, as that amount is adjusted by the Fair Political Practices Commission in January of every odd-numbered year.

Existing law authorizes a county, city, or district to limit campaign contributions in local elections. Existing law authorizes the governing board of a school district or of a community college district to limit campaign expenditures or contributions in elections to district offices. The act specifies that it does not prevent the Legislature or any other state or local agency from imposing additional requirements on a person if the requirements do not prevent the person from complying with the act, and that the act does not nullify contribution limitations or prohibitions by any local jurisdiction that apply to elections for local elective office, as specified.

This bill, commencing January 1, 2021, instead would prohibit a person from making to a candidate for elective county or city office, and would prohibit a candidate for elective county or city office from accepting from a person, a contribution totaling more than the amount set forth in the act for limitations on contributions to a candidate for elective state office. This bill would also authorize a county or city to impose a limitation that is different from the limitation imposed by this bill. This bill would make specified provisions of the act relating to contribution limitations applicable to a candidate for a elective county or city office, except as specified.

The act makes a violation of its provisions punishable as a misdemeanor and subject to specified penalties.

This bill would add the contribution limitation imposed by the bill to the act's provisions, thereby making a violation of the limitation punishable as a misdemeanor and subject to specified penalties. However, the bill would specify that a violation of a limitation imposed by a local government is not subject to the act's enforcement provisions. The bill would authorize a local government that imposes a limitation that is different from the limitation imposed by this bill to adopt enforcement standards for a violation of the limitation imposed by the local government agency, including administrative, civil, or criminal penalties. By expanding the scope of an existing crime with regard to a violation of a contribution limitation imposed by the bill, the bill would impose a state-mandated local program.

The California Constitution requires the state to reimburse local agencies and school districts for certain costs mandated by the state. Statutory provisions establish procedures for making that reimbursement.

This bill would provide that no reimbursement is required by this act for a specified reason.

The Political Reform Act of 1974, an initiative measure, provides that the Legislature may amend the act to further the act's purposes upon a $\frac{2}{3}$ vote of each house of the Legislature and compliance with specified procedural requirements.

This bill would declare that it furthers the purposes of the act.

The people of the State of California do enact as follows:

SECTION 1. The Legislature finds and declares all of the following:

(a) Most states impose limitations on contributions to candidates for elective county and city offices. California is among the minority of states without these contribution limitations.

(b) Most counties and cities in this state have not independently imposed limitations on contributions to candidates for elective offices in those jurisdictions.

(c) In counties and cities in this state that have not imposed limitations on contributions, candidates for elective offices in those jurisdictions often receive contributions that would exceed the limitations for a state Senate campaign, even though most counties and cities contain far fewer people than the average state Senate district.

(d) In counties and cities in this state that have not imposed limitations on contributions, candidates for elective office in those jurisdictions sometimes raise 40 percent or more of their total campaign funds from a single contributor.

(e) A system allowing unlimited contributions to a candidate for elective county or city office creates the risk and the perception that elected officials in those jurisdictions are beholden to their contributors and will act in the best interest of those contributors at the expense of the people.

(f) This state has a statewide interest in preventing actual corruption and the appearance of corruption at all levels of government.

(g) This act establishes a limitation on contributions to a candidate for elective office in a city or county in which the local government has not established a limitation. However, a local government may establish a different limitation that is more precisely tailored to the needs of its communities.

SEC. 2. Section 10003 of the Elections Code is amended to read:

10003. (a) A county may by ordinance or resolution limit campaign contributions in county elections.

(b) This section shall remain in effect only until January 1, 2021, and as of that date is repealed, unless a later enacted statute, that is enacted before January 1, 2021, deletes or extends that date.

SEC. 3. Section 10202 of the Elections Code is amended to read:

10202. (a) A city may, by ordinance or resolution, limit campaign contributions in municipal elections.

(b) This section shall remain in effect only until January 1, 2021, and as of that date is repealed, unless a later enacted statute, that is enacted before January 1, 2021, deletes or extends that date.

SEC. 4. Section 85301 of the Government Code is amended to read:

85301. (a) A person, other than a small contributor committee or political party committee, shall not make to a candidate for elective state office other than a candidate for statewide elective office, and a candidate for elective state office other than a candidate for statewide elective office shall not accept from a person, a contribution totaling more than three thousand dollars (\$3,000) per election.

(b) Except to a candidate for Governor, a person, other than a small contributor committee or political party committee, shall not make to a candidate for statewide elective office, and except a candidate for Governor, a candidate for statewide elective office shall not accept from a person other than a small contributor committee or a political party committee, a contribution totaling more than five thousand dollars (\$5,000) per election.

(c) A person, other than a small contributor committee or political party committee, shall not make to a candidate for Governor, and a candidate for Governor shall not accept from any person other than a small contributor committee or political party committee, a contribution totaling more than twenty thousand dollars (\$20,000) per election.

(d) (1) A person shall not make to a candidate for elective county or city office, and a candidate for elective county or city office shall not accept from a person, a contribution totaling more than the amount set forth in subdivision (a) per election, as that amount is adjusted by the Commission pursuant to Section 83124. This subdivision does not apply in a jurisdiction in which the county or city imposes a limit on contributions pursuant to Section 85702.5.

(2) This subdivision shall become operative on January 1, 2021.

(e) The provisions of this section do not apply to a candidate's contributions of the candidate's personal funds to the candidate's own campaign.

SEC. 5. Section 85305 of the Government Code is amended to read:

85305. (a) A candidate for elective state office or committee controlled by that candidate shall not make any contribution to any other candidate for elective state office in excess of the limits set forth in subdivision (a) of Section 85301.

(b) This section shall remain in effect only until January 1, 2021, and as of that date is repealed, unless a later enacted statute, that is enacted before January 1, 2021, deletes or extends that date.

SEC. 6. Section 85305 is added to the Government Code, to read:

85305. (a) A candidate for elective state, county, or city office or committee controlled by that candidate shall not make a contribution to any other candidate for elective state, county, or city office in excess of the limits set forth in subdivision (a) of Section 85301. This section does not apply in a jurisdiction in which the county or city imposes a limit on contributions pursuant to Section 85702.5.

(b) This section shall become operative on January 1, 2021.

SEC. 7. Section 85306 of the Government Code is amended to read:

85306. (a) A candidate may transfer campaign funds from one controlled committee to a controlled committee for elective state office of the same candidate. Contributions transferred shall be attributed to specific contributors using a “last in, first out” or “first in, first out” accounting method, and these attributed contributions when aggregated with all other contributions from the same contributor may not exceed the limits set forth in Section 85301 or 85302.

(b) Notwithstanding subdivision (a), a candidate for elective state office, other than a candidate for statewide elective office, who possesses campaign funds on January 1, 2001, may use those funds to seek elective office without attributing the funds to specific contributors.

(c) Notwithstanding subdivision (a), a candidate for statewide elective office who possesses campaign funds on November 6, 2002, may use those funds to seek elective office without attributing the funds to specific contributors.

(d) This section shall remain in effect only until January 1, 2021, and as of that date is repealed, unless a later enacted statute, that is enacted before January 1, 2021, deletes or extends that date.

SEC. 8. Section 85306 is added to the Government Code, to read:

85306. (a) A candidate may transfer campaign funds from one controlled committee to a controlled committee for elective state, county, or city office of the same candidate. Contributions transferred shall be attributed to specific contributors using a “last in, first out” or “first in, first out” accounting method, and these attributed contributions when aggregated with all other contributions from the same contributor shall not exceed the limits set forth in Section 85301 or 85302.

(b) Notwithstanding subdivision (a), a candidate for elective state office, other than a candidate for statewide elective office, who possesses campaign funds on January 1, 2001, may use those funds to seek elective office without attributing the funds to specific contributors.

(c) Notwithstanding subdivision (a), a candidate for statewide elective office who possesses campaign funds on November 6, 2002, may use those funds to seek elective office without attributing the funds to specific contributors.

(d) This section does not apply in a jurisdiction in which the county or city imposes a limit on contributions pursuant to Section 85702.5.

(e) This section shall become operative on January 1, 2021.

SEC. 9. Section 85307 of the Government Code is amended to read:

85307. (a) The provisions of this article regarding loans apply to extensions of credit, but do not apply to loans made to a candidate by a commercial lending institution in the lender's regular course of business on terms available to members of the general public for which the candidate is personally liable.

(b) Notwithstanding subdivision (a), a candidate for elective state office shall not personally loan to the candidate's campaign, including the proceeds of a loan obtained by the candidate from a commercial lending institution, an amount, the outstanding balance of which exceeds one hundred thousand dollars (\$100,000). A candidate shall not charge interest on any loan the candidate made to the candidate's campaign.

(c) This section shall remain in effect only until January 1, 2021, and as of that date is repealed, unless a later enacted statute, that is enacted before January 1, 2021, deletes or extends that date.

SEC. 10. Section 85307 is added to the Government Code, to read:

85307. (a) The provisions of this article regarding loans apply to extensions of credit, but do not apply to loans made to a candidate by a commercial lending institution in the lender's regular course of business on terms available to members of the general public for which the candidate is personally liable.

(b) Notwithstanding subdivision (a), a candidate for elective state, county, or city office shall not personally loan to the candidate's campaign, including the proceeds of a loan obtained by the candidate from a commercial lending institution, an amount, the outstanding balance of which exceeds one hundred thousand dollars (\$100,000). A candidate shall not charge interest on any loan the candidate made to the candidate's campaign. This subdivision does not apply to a jurisdiction in which the county or city imposes a limit on contributions pursuant to Section 85702.5.

(c) This section shall become operative on January 1, 2021.

SEC. 11. Section 85315 of the Government Code is amended to read:

85315. (a) Notwithstanding any other provision of this chapter, an elected state officer may establish a committee to oppose the qualification of a recall measure, and the recall election. This committee may be established when the elected state officer receives a notice of intent to recall pursuant to Section 11021 of the Elections Code. An elected state officer may accept campaign contributions to oppose the qualification of a recall measure, and if qualification is successful, the recall election, without regard to the campaign contributions limits set forth in this chapter. The voluntary

expenditure limits do not apply to expenditures made to oppose the qualification of a recall measure or to oppose the recall election.

(b) After the failure of a recall petition or after the recall election, the committee formed by the elected state officer shall wind down its activities and dissolve. Any remaining funds shall be treated as surplus funds and shall be expended within 30 days after the failure of the recall petition or after the recall election for a purpose specified in subdivision (b) of Section 89519.

(c) This section shall remain in effect only until January 1, 2021, and as of that date is repealed, unless a later enacted statute, that is enacted before January 1, 2021, deletes or extends that date.

SEC. 12. Section 85315 is added to the Government Code, to read:

85315. (a) Notwithstanding any other provision of this chapter, an elected state, county, or city officer may establish a committee to oppose the qualification of a recall measure, and the recall election. This committee may be established when the elected state, county, or city officer receives a notice of intent to recall pursuant to Section 11021 of the Elections Code. An elected state, county, or city officer may accept campaign contributions to oppose the qualification of a recall measure, and if qualification is successful, the recall election, without regard to the campaign contribution limits set forth in this chapter. The voluntary expenditure limits do not apply to expenditures made to oppose the qualification of a recall measure or to oppose the recall election.

(b) After the failure of a recall petition or after the recall election, the committee formed by the elected state, county, or city officer shall wind down its activities and dissolve. Any remaining funds shall be treated as surplus funds and shall be expended within 30 days after the failure of the recall petition or after the recall election for a purpose specified in subdivision (b) of Section 89519.

(c) This section does not apply in a jurisdiction in which the county or city imposes a limit on contributions pursuant to Section 85702.5.

(d) This section shall become operative on January 1, 2021.

SEC. 13. Section 85316 of the Government Code is amended to read:

85316. (a) Except as provided in subdivision (b), a contribution for an election may be accepted by a candidate for elective state office after the date of the election only to the extent that the contribution does not exceed net debts outstanding from the election, and the contribution does not otherwise exceed the applicable contribution limit for that election.

(b) Notwithstanding subdivision (a), an elected state officer may accept contributions after the date of the election for the purpose of paying expenses associated with holding the office provided that the contributions are not expended for any contribution to any state or local committee. Contributions received pursuant to this subdivision shall be deposited into a bank account established solely for the purposes specified in this subdivision.

(1) A person shall not make, and an elected state officer shall not receive from a person, a contribution pursuant to this subdivision totaling more than the following amounts per calendar year:

(A) Three thousand dollars (\$3,000) in the case of an elected state officer of the Assembly or Senate.

(B) Five thousand dollars (\$5,000) in the case of a statewide elected state officer other than the Governor.

(C) Twenty thousand dollars (\$20,000) in the case of the Governor.

(2) An elected state officer shall not receive contributions pursuant to paragraph (1) that, in the aggregate, total more than the following amounts per calendar year:

(A) Fifty thousand dollars (\$50,000) in the case of an elected state officer of the Assembly or Senate.

(B) One hundred thousand dollars (\$100,000) in the case of a statewide elected state officer other than the Governor.

(C) Two hundred thousand dollars (\$200,000) in the case of the Governor.

(3) Any contribution received pursuant to this subdivision shall be deemed to be a contribution to that candidate for election to any state office that the candidate may seek during the term of office to which the candidate is currently elected, including, but not limited to, reelection to the office the candidate currently holds, and shall be subject to any applicable contribution limit provided in this title. If a contribution received pursuant to this subdivision exceeds the allowable contribution limit for the office sought, the candidate shall return the amount exceeding the limit to the contributor on a basis to be determined by the Commission. None of the expenditures made by elected state officers pursuant to this subdivision shall be subject to the voluntary expenditure limitations in Section 85400.

(4) The Commission shall adjust the calendar year contribution limitations and aggregate contribution limitations set forth in this subdivision in January of every odd-numbered year to reflect any increase or decrease in the Consumer Price Index. Those adjustments shall be rounded to the nearest one hundred dollars (\$100).

(c) This section shall remain in effect only until January 1, 2021, and as of that date is repealed, unless a later enacted statute, that is enacted before January 1, 2021, deletes or extends that date.

SEC. 14. Section 85316 is added to the Government Code, to read:

85316. (a) Except as provided in subdivision (b), a contribution for an election may be accepted by a candidate for elective state, county, or city office after the date of the election only to the extent that the contribution does not exceed net debts outstanding from the election, and the contribution does not otherwise exceed the applicable contribution limit for that election.

(b) Notwithstanding subdivision (a), an elected state officer may accept contributions after the date of the election for the purpose of paying expenses associated with holding the office provided that the contributions are not expended for any contribution to any state or local committee. Contributions received pursuant to this subdivision shall be deposited into a bank account established solely for the purposes specified in this subdivision.

(1) A person shall not make, and an elected state officer shall not receive from a person, a contribution pursuant to this subdivision totaling more than the following amounts per calendar year:

(A) Three thousand dollars (\$3,000) in the case of an elected state officer of the Assembly or Senate.

(B) Five thousand dollars (\$5,000) in the case of a statewide elected state officer other than the Governor.

(C) Twenty thousand dollars (\$20,000) in the case of the Governor.

(2) An elected state officer shall not receive contributions pursuant to paragraph (1) that, in the aggregate, total more than the following amounts per calendar year:

(A) Fifty thousand dollars (\$50,000) in the case of an elected state officer of the Assembly or Senate.

(B) One hundred thousand dollars (\$100,000) in the case of a statewide elected state officer other than the Governor.

(C) Two hundred thousand dollars (\$200,000) in the case of the Governor.

(3) Any contribution received pursuant to this subdivision shall be deemed to be a contribution to that candidate for election to any state office that the candidate may seek during the term of office to which the candidate is currently elected, including, but not limited to, reelection to the office the candidate currently holds, and shall be subject to any applicable contribution limit provided in this title. If a contribution received pursuant to this subdivision exceeds the allowable contribution limit for the office sought, the candidate shall return the amount exceeding the limit to the contributor on a basis to be determined by the Commission. The expenditures made by elected state officers pursuant to this subdivision shall not be subject to the voluntary expenditure limitations in Section 85400.

(4) The Commission shall adjust the calendar year contribution limitations and aggregate contribution limitations set forth in this subdivision in January of every odd-numbered year to reflect any increase or decrease in the Consumer Price Index. Those adjustments shall be rounded to the nearest one hundred dollars (\$100).

(c) This section does not apply in a jurisdiction in which the county or city imposes a limit on contributions pursuant to Section 85702.5.

(d) This section shall become operative on January 1, 2021.

SEC. 15. Section 85317 of the Government Code is amended to read:

85317. (a) Notwithstanding subdivision (a) of Section 85306, a candidate for elective state office may carry over contributions raised in connection with one election for elective state office to pay campaign expenditures incurred in connection with a subsequent election for the same elective state office.

(b) This section shall remain in effect only until January 1, 2021, and as of that date is repealed, unless a later enacted statute, that is enacted before January 1, 2021, deletes or extends that date.

SEC. 16. Section 85317 is added to the Government Code, to read:

85317. (a) Notwithstanding subdivision (a) of Section 85306, a candidate for elective state, county, or city office may carry over contributions raised in connection with one election for elective state, county, or city office to pay campaign expenditures incurred in connection with a subsequent election for the same elective state, county, or city office. This section does not apply

in a jurisdiction in which the county or city imposes a limit on contributions pursuant to Section 85702.5.

(b) This section shall become operative on January 1, 2021.

SEC. 17. Section 85318 of the Government Code is amended to read:

85318. (a) A candidate for elective state office may raise contributions for a general election before the primary election, and for a special general election before a special primary election, for the same elective state office if the candidate sets aside these contributions and uses these contributions for the general election or special general election. If the candidate for elective state office is defeated in the primary election or special primary election, or otherwise withdraws from the general election or special general election, the general election or special general election funds shall be refunded to the contributors on a pro rata basis less any expenses associated with the raising and administration of general election or special general election contributions. Notwithstanding Section 85201, candidates for elective state office may establish separate campaign contribution accounts for the primary and general elections or special primary and special general elections.

(b) This section shall remain in effect only until January 1, 2021, and as of that date is repealed, unless a later enacted statute, that is enacted before January 1, 2021, deletes or extends that date.

SEC. 18. Section 85318 is added to the Government Code, to read:

85318. (a) A candidate for elective state, county, or city office may raise contributions for a general election before the primary election, and for a special general election before a special primary election, for the same elective state, county, or city office if the candidate sets aside these contributions and uses these contributions for the general election or special general election. If the candidate for elective state, county, or city office is defeated in the primary election or special primary election, or otherwise withdraws from the general election or special general election, the general election or special general election funds shall be refunded to the contributors on a pro rata basis less any expenses associated with the raising and administration of general election or special general election contributions. Notwithstanding Section 85201, candidates for elective state, county, or city office may establish separate campaign contribution accounts for the primary and general elections or special primary and special general elections.

(b) This section does not apply in a jurisdiction in which the county or city imposes a limit on contributions pursuant to Section 85702.5.

(c) This section shall become operative on January 1, 2021.

SEC. 19. Section 85702.5 is added to the Government Code, to read:

85702.5. (a) A county or city may, by ordinance or resolution, impose a limit on contributions to a candidate for elective county or city office that is different from the limit set forth in subdivision (d) of Section 85301. The limitation may also be imposed by means of a county or city initiative measure.

(b) A county or city that establishes a contribution limit pursuant to subdivision (a) may adopt enforcement standards for a violation of that limit, which may include administrative, civil, or criminal penalties.

(c) The Commission is not responsible for the administration or enforcement of a contribution limit adopted pursuant to subdivision (a).

(d) This section shall become operative on January 1, 2021. A county or city's limit on contributions to a candidate for elective county or city office that is in effect on the operative date of this section shall be deemed to be a limit imposed pursuant to subdivision (a).

SEC. 20. No reimbursement is required by this act pursuant to Section 6 of Article XIII B of the California Constitution because the only costs that may be incurred by a local agency or school district will be incurred because this act creates a new crime or infraction, eliminates a crime or infraction, or changes the penalty for a crime or infraction, within the meaning of Section 17556 of the Government Code, or changes the definition of a crime within the meaning of Section 6 of Article XIII B of the California Constitution.

SEC. 21. The Legislature finds and declares that this bill furthers the purposes of the Political Reform Act of 1974 within the meaning of subdivision (a) of Section 81012 of the Government Code.



City Council Goal Setting Workshop

January 29 & 30, 2021

ATTACHED MATERIALS:

- “Attributes of Exceptional Councils” by Institute for Local Governments
- “How Effective City Councils Work Together” by Shawn Spano, PhD
- City Council Norms
- City Council Policy 97-01 Rules for the Conduct of City Council Meetings
- 2020-2021 Sustainable Morgan Hill
- Climate Action Planning Background
- City Council Policy 03-02 Ex Parte Contacts
- Campaign Contribution Limits Bill and Summary

FRIDAY, JANUARY 29, 2021

Time	Topic	Presenter
1:00 PM-2:00 PM	1. Welcome	
	1.1 Welcome	Mayor Constantine & Christina Turner
	1.2 Council Introductions and Team Building Exercise	Christina Turner
	1.3 Purpose of Goal Setting Workshop, Preview Agenda and Format	Christina Turner
	1.4 Review of 2020 Accomplishments	Leadership Team
	1.5 Public Comment	Mayor Constantine
2:00 PM-3:30 PM	2. Council Norms, Policies, Procedures, and Protocols	
	2.1 Summary of Council Member Interviews	Shawn Spano
	2.2 City Council Norms	Spano/Turner
	2.3 City Council Policy Considerations	Mayor/Turner
	2.3a Public Comment at Meetings	Mayor/Larkin/Turner
	2.3b. Council Reports at Meetings	Mayor/Larkin/Turner
	2.3c Other City Council Meeting Protocols	Mayor/Larkin/Turner

3:30 PM-4:30 PM	3. Sustainable Morgan Hill	
	3.1 Review of Sustainable Morgan Hill 2020-2021	Spano/Turner
	3.2 Review of 2020-2021 Strategic Priorities Workplan	Turner
	• Fiscal Sustainability • Affordable Housing and Homelessness • Community Engagement and Messaging • Economic Development • Transportation	
4:30 PM-5:00 PM	4. Redistricting	
	4.1 Discuss Upcoming Redistricting Process	Bigelow
SATURDAY, JANUARY 30, 2021		
9:00 AM-10:30 AM	5. Fiscal Sustainability	
	5.1 Budget Update	Turner/Nguyen
	5.2 Funding Priorities for Local Government	Turner/Ghione
10:30 AM-11:00 AM	6. Climate Action	
	6.1 Review City's Climate Action Planning	Anthony Eulo
11:00 AM-12:00 PM	7. Legal and Administrative Considerations	
	7.1 Brown Act	Don Larkin
	7.2 City Council Actions	Don Larkin
	7.3 Ex Parte Contacts/Quasi-Judicial	Don Larkin
	7.4 Campaign Limits	Michelle Bigelow
1:00 PM-2:30 PM	8. Briefings	
	8.1 Fire Update	Chief Hess
	8.2 Police Update	Chief Palsgrove
	8.3 Development Projects Update	Ramirez/Carman

2:30 PM-3:30 PM	9. Communications and Engagement	
	9.1 City Communications and Engagement	Maureen Tobin
	9.2 Social Media	Tobin/Larkin
3:30 PM-4:00 PM	10. On the Horizon	
	10.1 Review of Council Follow-Up/Future Business Items	Christina Turner
	10.2 Other: Broadband, Industrial Ordinance, County Solid Waste Opportunity, Housing, and Development Fee Update	Leadership Team
4:00 PM-5:00 PM	11. Goal Setting Wrap Up	



Annual Goal Setting Workshop Agenda

City Council

Rich Constantine - Mayor
John McKay - Mayor Pro Tem
Gino Borgioli - Council Member
Yvonne Martinez Beltran - Council Member
Rene Spring - Council Member

Friday, January 29, 2021 1:00 pm
Saturday, January 30, 2021 9:00 am

Virtual Meeting

CITY COUNCIL ANNUAL GOAL SETTING WORKSHOP

A Special Meeting of the City Council is called Friday, January 29, 2021 at 1:00 pm for the purpose of conducting the Annual Goal Setting Workshop and Saturday, January 30, 2021 at 9:00 am for the continuation of the Annual Goal Setting Workshop.

VIRTUAL MEETING GUIDELINES AND PUBLIC COMMENT

In accordance with Executive Order N-25-20 and guidance from the California Department of Public Health on gatherings, remote public participation is allowed. Physical meetings will not be in the City Council Chamber until further notice.

City Council meetings will be live streamed on Channel 17, on the City's website and on the City's Facebook page. Those members of the community that would like to participate in the meetings remotely may do so by join the virtual meeting at: <https://bit.ly/MHCityCouncilMeeting> or by calling in to: (669) 900-9128, then enter the webinar id: 873 3200 8380#.

Public comment may be provided in the following ways:

- Join the virtual City Council meeting via the link above, when public comment is opened, raise your virtual hand and be called upon to speak for up to 3 minutes
- Join the virtual meeting by calling in to the number above, dial *9 to raise your hand and be called upon to speak for up to 3 minutes
- Send public comments in writing to the City Clerk at ccpubliccomment@morganhill.ca.gov or ccpubliccomment@morganhill.ca.gov

* Please note that comments made on Facebook are not considered public comment.

CALL TO ORDER

Mayor Constantine

ROLL CALL ATTENDANCE

City Clerk Bigelow

DECLARATION OF POSTING OF AGENDA

Per Government Code Section 54954.2
City Clerk Bigelow

PUBLIC COMMENT

Members of the public are entitled to address the City Council concerning any item within the Morgan Hill City Council's subject matter jurisdiction. Public comments are limited to no more than three minutes. Except for certain specific exceptions, the City Council is prohibited from discussing or taking action on any item not appearing on the posted agenda. (See additional noticing at the end of this agenda)

ADOPTION OF AGENDA

GOAL SETTING WORKSHOP

1. CITY COUNCIL GOAL SETTING WORKSHOP

Recommendation:

1. Review 2020 Accomplishments;
2. Review and discuss City Council Norms, Policies, Procedures, Protocols, and Legal and Administrative Considerations;
3. Review and discuss 2020 - 2021 Sustainable Morgan Hill, including Vision, Ongoing Priorities, Strategic Priorities, and Staff Work Plan;
4. Receive updates on: Budget, Climate Action, Fire, Police, Development Projects, and Communications and Engagement;
5. Discuss upcoming redistricting process; and
6. Review Council Follow-up/Future Business Items

ADJOURNMENT TO SATURDAY, JANUARY 30, 2021 AT 9:00 AM

SATURDAY, JANUARY 30, 2021 9:00 AM

GOAL SETTING WORKSHOP CONTINUED

Continuation of the January 29, 2021 City Council Goal Setting Workshop.

PUBLIC COMMENT

Members of the public are entitled to address the City Council concerning any item within the Morgan Hill City Council's subject matter jurisdiction. Public comments are limited to no more than three minutes. Except for certain specific exceptions, the City Council is prohibited from discussing or taking action on any item not appearing on the posted agenda. (See additional noticing at the end of this agenda)

ADJOURNMENT

NOTICE

Any documents produced by the City and distributed to the majority of the City Council less than 72 hours prior to an open meeting, will be made available for public inspection at the City Clerk's Counter at City Hall located at 17575 Peak Avenue, Morgan Hill, CA, 95037 and at the Morgan Hill Public Library located at 660 West Main Avenue, Morgan Hill, California, 95037 during normal business hours. (Pursuant to Government Code 54957.5)

PUBLIC COMMENT

Members of the Public are entitled to directly address the City Council concerning any item that is described in the notice of this meeting, before or during consideration of that item. If you wish to address the Council on any issue that is on this agenda, please complete a speaker request card located in the foyer of the Council Chambers and deliver it to the Minutes Clerk prior to discussion of the item. You are not required to give your name on the speaker card in order to speak to the Council, but it is very helpful. When you are called, proceed to the podium and the Mayor will recognize you. If you wish to address the City Council on any other item of interest to the public, you may do so during the public comment portion of the meeting following the same procedure described above. Please limit your comments to three (3) minutes or less.

Please submit written correspondence to the Minutes Clerk, who will distribute correspondence to the City Council.

Persons interested in proposing an item for the City Council agenda should contact a member of the City Council who may plan an item on the agenda for a future City Council meeting. Should your comments require Council action, your request may be placed on the next appropriate agenda. Council discussion or action may not be taken until your item appears on an agenda. This procedure is in compliance with the California Public Meeting Law (Brown Act) Government Code §54950.

City Council Policies and Procedures (CP 03-01) outlines the procedure for the conduct of public hearings. Notice is given, pursuant to Government Code Section 65009, that any challenge of Public Hearing Agenda items in court, may be limited to raising only those issues raised by you or on your behalf at the Public Hearing described in this notice, or in written correspondence delivered to the City Council at, or prior to the Public Hearing on these matters.

The time within which judicial review must be sought of the action by the City Council, which acted upon any matter appearing on this agenda is governed by the provisions of Section 1094.6 of the California Code of Civil Procedure.

For a copy of City Council Policies and Procedures CP 97-01, please contact the City Clerk's office (408) 779-7259, (408) 779-3117 (fax) or by email cityclerk@morganhill.ca.gov.

AMERICANS WITH DISABILITIES ACT (ADA)

In compliance with the Americans with Disabilities Act, if you are a disabled person and you need a disability-related modification or accommodation to participate in this meeting, please contact the City Clerk's Office at (408)779-7259, (408)779-3117 (fax) or by email cityclerk@morganhill.ca.gov. Requests must be made as early as possible and at least two-full business days before the start of the meeting.

SUSTAINABLE MORGAN HILL



VISION

To sustain a safe, inclusive, socially responsible, environmentally conscious, and economically sound community

Choose Morgan Hill

The City of Morgan Hill is the best community for people to live, work, visit, and operate their businesses.

City Council Ongoing Priorities

- Enhancing Public Safety
- Protecting the Environment and Preserving Open Space and Agricultural Land
- Maintaining Infrastructure
- Supporting our Youth, Seniors, and Entire Community
- Fostering a Positive Organizational Culture
- Preserving and Cultivating Public Trust
- Preserving our Community History
- Enhancing Diversity and Inclusiveness
- Advancing Regional Initiatives

2020-2021 Strategic Priorities

- **Fiscal Sustainability**
- Affordable Housing and Homelessness
- Community Engagement and Messaging
- Economic Development
- Transportation



These strategic priorities were established prior to the COVID-19 pandemic. In light of recent events, we recognize that all of these goals and priorities will be viewed through the lens of the global pandemic, and we will continue to have equity, public health, and financial responsibility in mind.

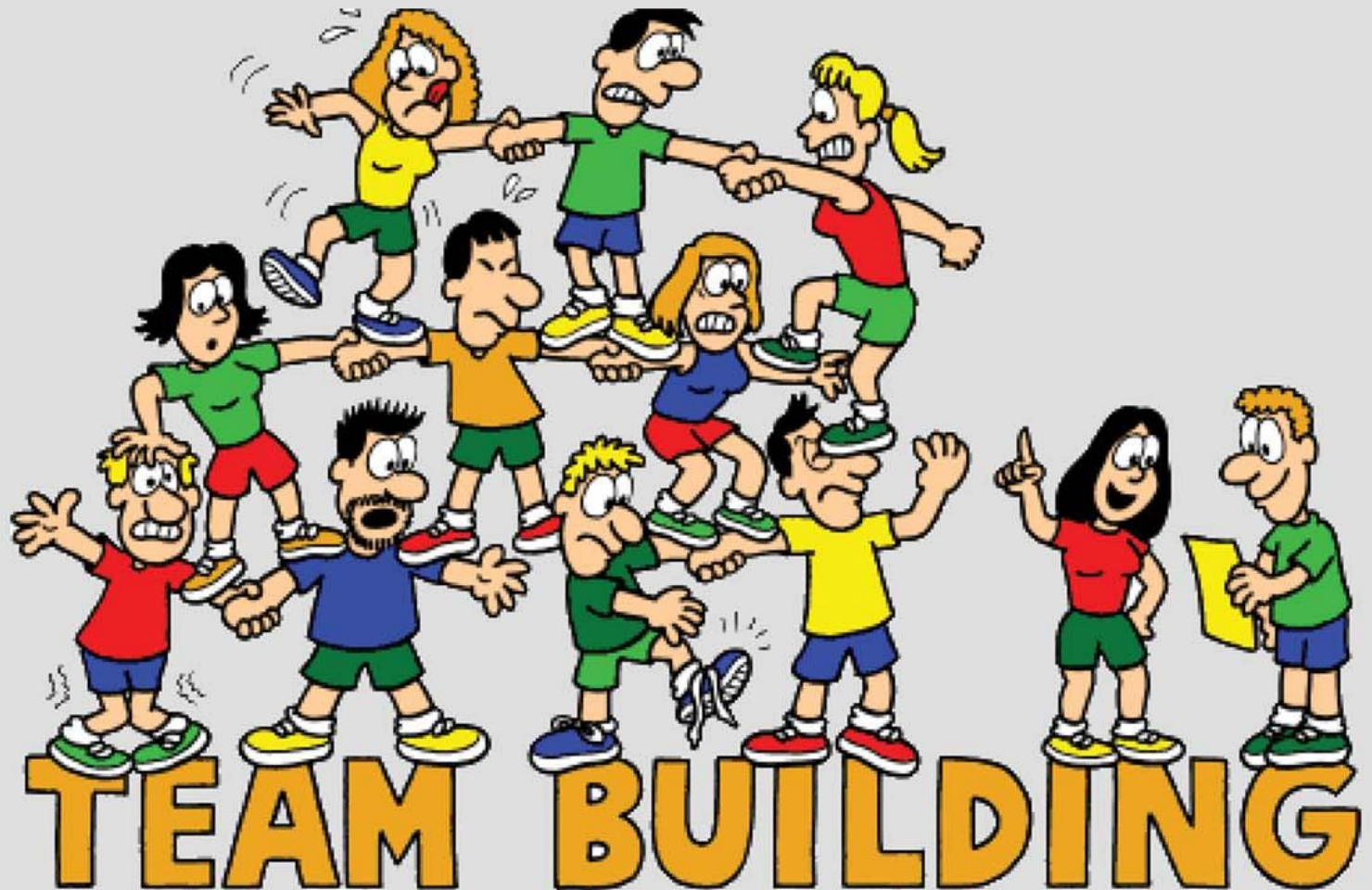


2021 City Council Annual Goal Setting Workshop



January 29-30, 2021

City Council Team Building



Workshop Agenda



Friday, January 29th

- 2020 Accomplishments
- City Council Norms, Policies, Procedures, & Protocols
- Sustainable Morgan Hill
- Redistricting

Saturday, January 30th

- Fiscal Sustainability
- Climate Action
- Legal and Administrative Considerations
- Briefings: Fire, Police, and Development Projects
- Communications and Engagement
- On the Horizon

2020 Accomplishments



75 años de edad o más ahora son elegibles para la vacuna COVID-19
13 de enero de 2021



11, 2020 Community Town Hall Meeting



EVERYONE COUNTS | County of Santa Clara

Summary of Council Member Interviews



City Council Norms



City Council Norms

Established January 26, 2019



- ❖ Be respectful of each other
- ❖ Address issue, not person
- ❖ Be honest and real
- ❖ "Clear air" if needed; have hard discussions
- ❖ Listen to each other
- ❖ Be aware of how we represent the City as leaders in the community
- ❖ Be accurate in statements
- ❖ Be open minded; avoid concluding on your position prior to an item being heard
- ❖ Recognize that experience comes in diverse ways
- ❖ Be mindful of time
- ❖ Keep decorum of meeting throughout
- ❖ No side conversations
- ❖ Come prepared
- ❖ Give enough time to discuss issues
- ❖ Ok to ask City Council to continue an item if not ready
- ❖ Don't be repetitive on requests and comments
- ❖ Wait to be recognized before speaking
- ❖ Keep the order of meetings (questions, public comment, and then discussion)
- ❖ Provide early notice of request for alternates to attend outside appointment meetings
- ❖ Speak into the microphone
- ❖ Cell phones silenced
- ❖ Be punctual
- ❖ Send questions in advance of meeting; let City Manager know if you plan to pull a consent item
- ❖ Be engaged
- ❖ Be concise

City Council Policy Considerations



Review of 2020-2021 Strategic Priorities Workplan



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- Enhancing Diversity and Inclusiveness
- Advancing Regional Initiatives

2020-2021 Strategic Priorities

- **Fiscal Sustainability**
- Affordable Housing and Homelessness
- Community Engagement and Messaging
- Economic Development
- Transportation



These strategic priorities were established prior to the COVID-19 pandemic. In light of recent events, we recognize that all of these goals and priorities will be viewed through the lens of the global pandemic, and we will continue to have equity, public health, and financial responsibility in mind.



Sustainable Morgan Hill



City Council Ongoing Priorities

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- Maintaining Infrastructure
- Supporting our Youth, Seniors, and Entire Community
- Fostering a Positive Organizational Culture
- Preserving and Cultivating Public Trust
- Preserving our Community History
- Enhancing Diversity and Inclusiveness
- Advancing Regional Initiatives

Sustainable Morgan Hill (Cont'd)



2020-2021 Strategic Priorities

- **Fiscal Sustainability**
- Community Engagement and Messaging
- Economic Development
- Affordable Housing and Homelessness
- Transportation

(All priorities viewed through the lens of global pandemic, while keeping equity, public health, and fiscal sustainability in mind)

2020-2021 Strategic Priorities Workplan

City of Morgan Hill Strategic Priorities 2020-2021

		Strategic Priorities 2020-2021						COVID Workplan Item
		Fiscal Sustainability	Affordable Housing & Homelessness	Community Engagement & Messaging	Economic Development	Transportation	COVID	
#	FY 2020-21 and FY 2021-22 Activity Goals							
City Manager								
1	Closely monitor the economic recovery and financial impacts associated with the ongoing COVID-19 pandemic and update the City Council and the Community monthly	X		X	X		X	Ongoing
2	Ensure Departments maintain focus on cost containment and continue to actively pursue State and Federal funding	X					X	Ongoing
3	Advocate with regional partners for the clearly identified traffic and transportation issues, including the High-Speed Rail, Hale Avenue extension, expansion of Highway 101, and funding for priority projects in South Santa Clara County	X				X		Ongoing
4	Represent the City's interests by regularly meeting with County of Santa Clara, MHUSD, Santa Clara Valley Transportation Agency (VTA), Chamber of Commerce, Emergency Operational Area Council, Gilroy, and South County Regional Wastewater Authority (SCRWA), and League of CA Cities	X	X		X	X		Ongoing
5	Work with the City departments to implement a work plan for equity and host a Council workshop to determine scope and timeline							Commencing Soon
Communications and Engagement								
6	Continue to monitor and communicate Federal, State, County and local guidelines regarding COVID-19 health emergency			X			X	Ongoing
7	Continue outreach and bilingual communication as possible with limited resources		X	X				Ongoing
City Attorney								
8	Monitor and provide guidance in implementing State and County orders as they relate to COVID-19						X	Ongoing
9	Monitor and update City's COVID-19 emergency orders						X	Ongoing
10	Serve on Board of Directors for PLAN JPA	X						Ongoing
11	Communicate with Council and the community regarding changes to the Housing Accountability Act and advocate for measures to mitigate potential impacts		X	X				Ongoing
Human Resources								
12	Negotiate fiscally responsible labor agreements with the City's three bargaining groups, for contracts expiring in December 2021, while continuing to provide salaries and benefits that attract and retain a qualified workforce	X						Commencing Soon
Council Services and Records Management								
13	Implement Electronic Document Management and Workflow system	X		X			X	In Process
14	Implement DocuSign Electronic Signatures	X					X	Complete

Priorities and Initiatives for Partners 2021



1. Secure state and federal funding for local COVID-19 public health response and economic recovery for all. Improve Disaster Preparedness, Recovery and Climate Resiliency.
2. Secure funding to increase the supply and affordability of housing and resources to assist individuals at risk of – or already experiencing – homelessness while preserving local decision making.
3. Improve state-local coordination and planning to strengthen community disaster preparedness, resiliency, and recovery.
4. Protect and modernize critical infrastructure

Priorities and Initiatives for Partners 2021 (Cont'd)



1. Racial Justice
2. Housing/Unhoused
3. Transportation
4. COVID-19, including Business Retention

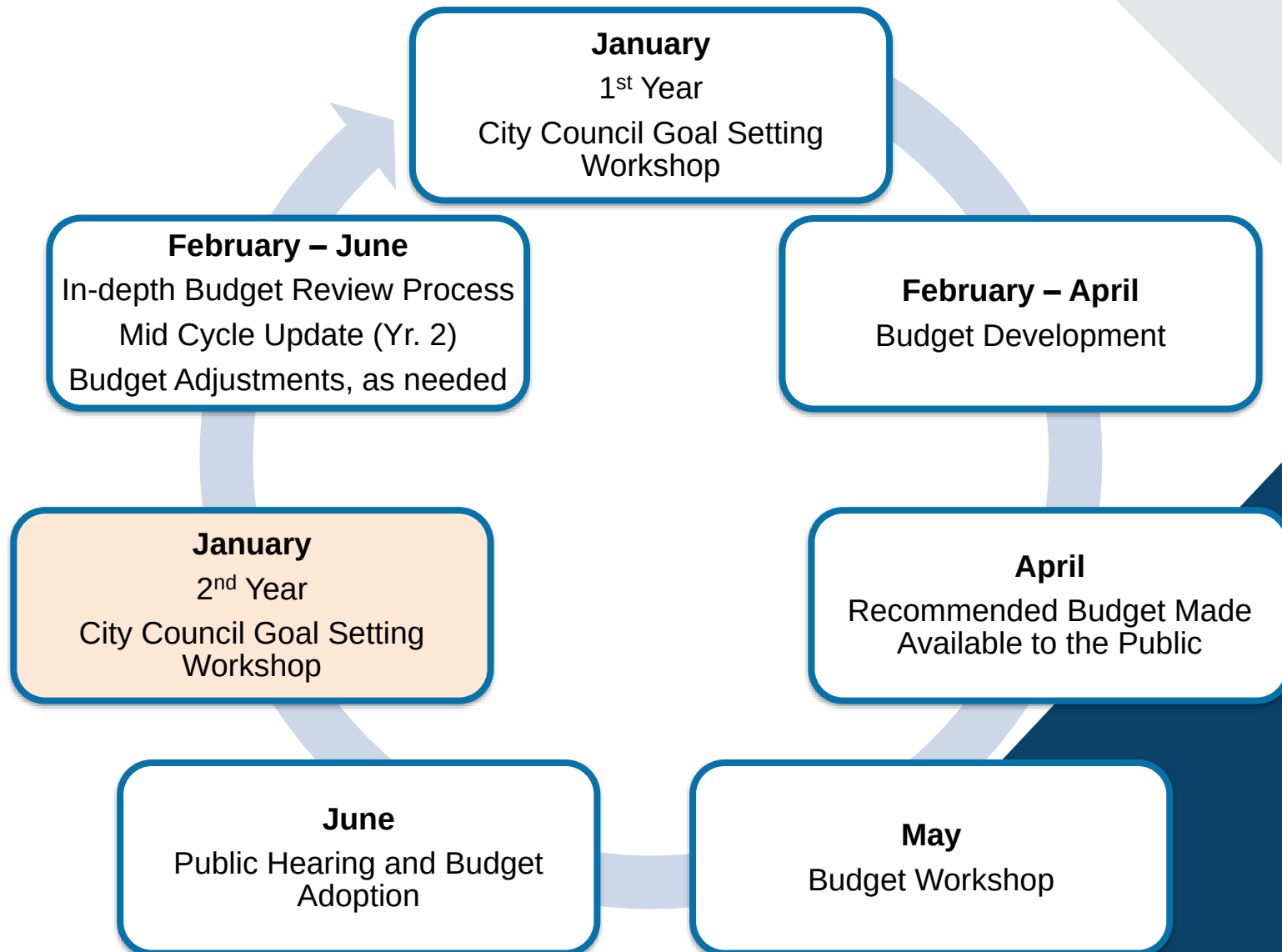
Redistricting



Fiscal Sustainability

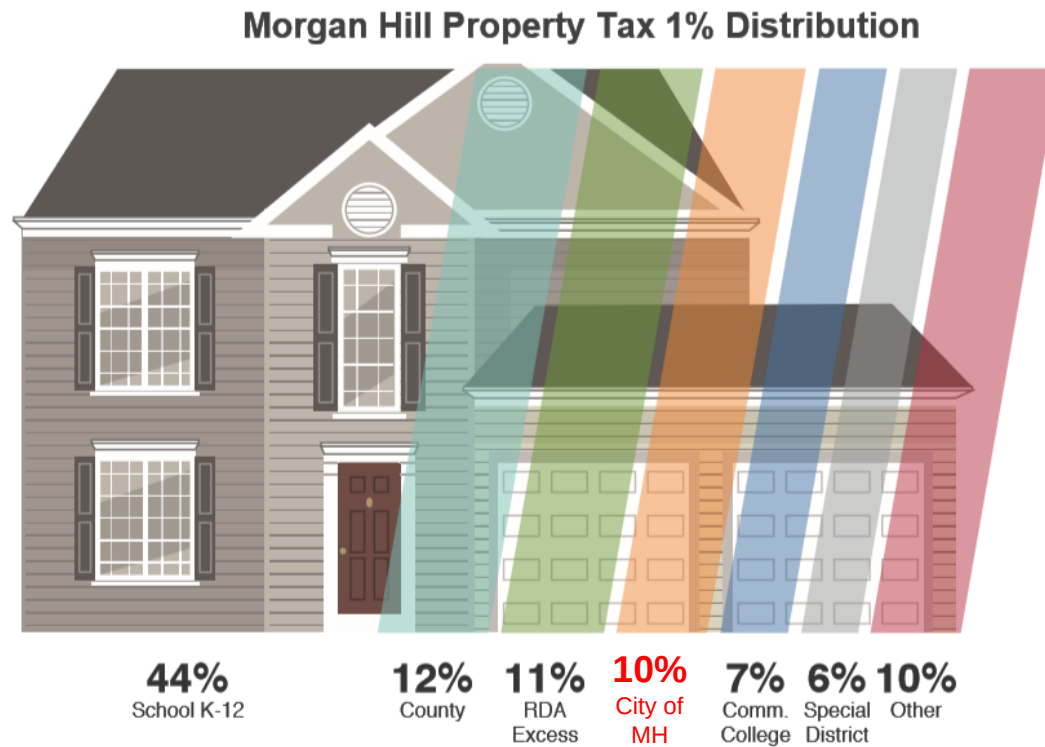
Budget Update

2 Year Budget Process



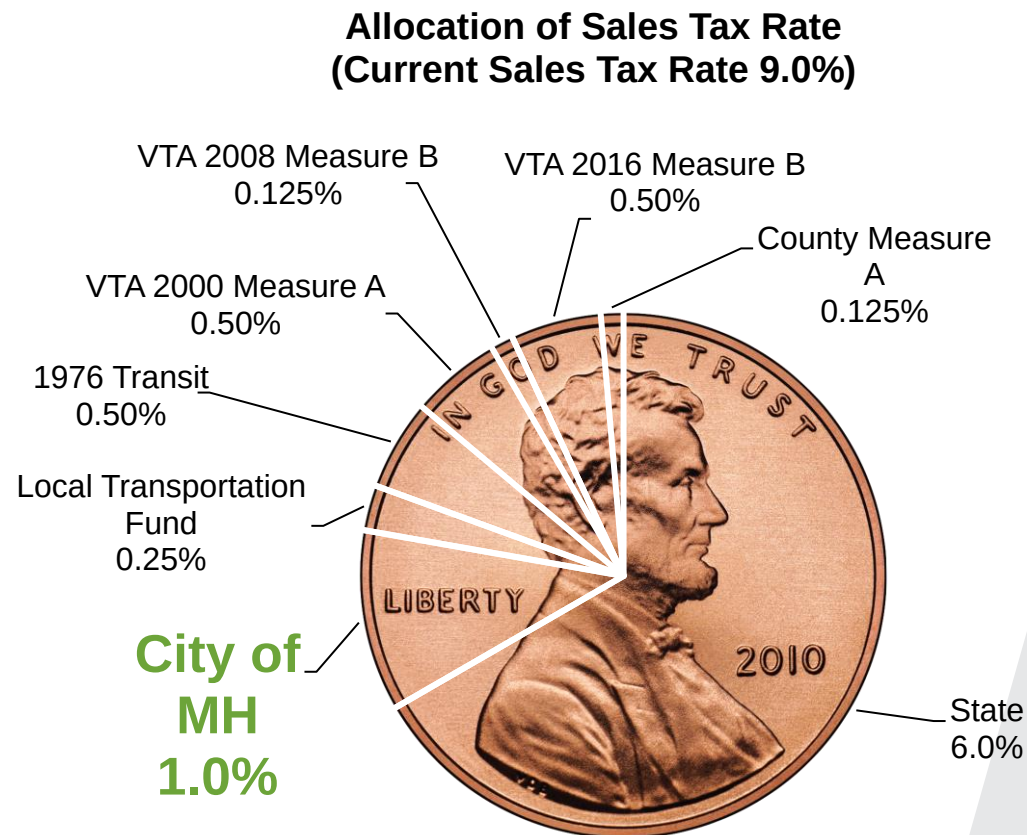
General Fund – Property Tax

FY 2020-21 = \$13.7M, 35% of GF



General Fund – Sales Tax

FY 2020-21 = ~~\$8.3M~~ **\$9.7M**, 24% of GF



General Fund – Recreation Services

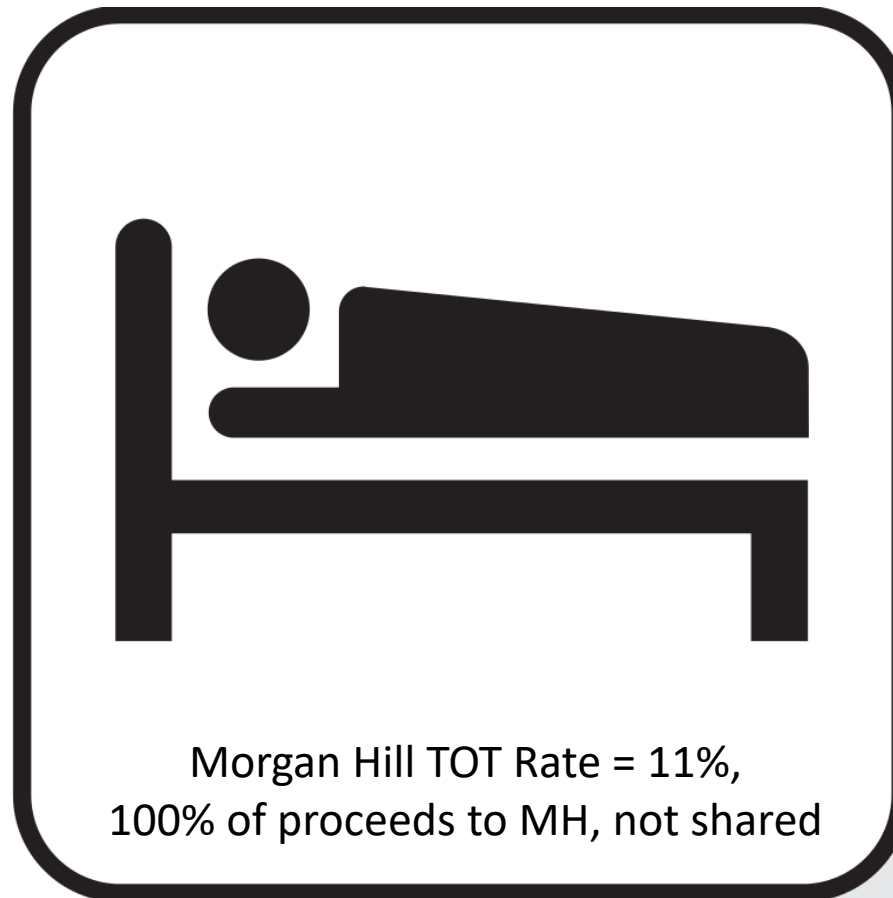
FY 2020-21 = ~~\$6.3M~~ **\$4.7M**, 16% of GF

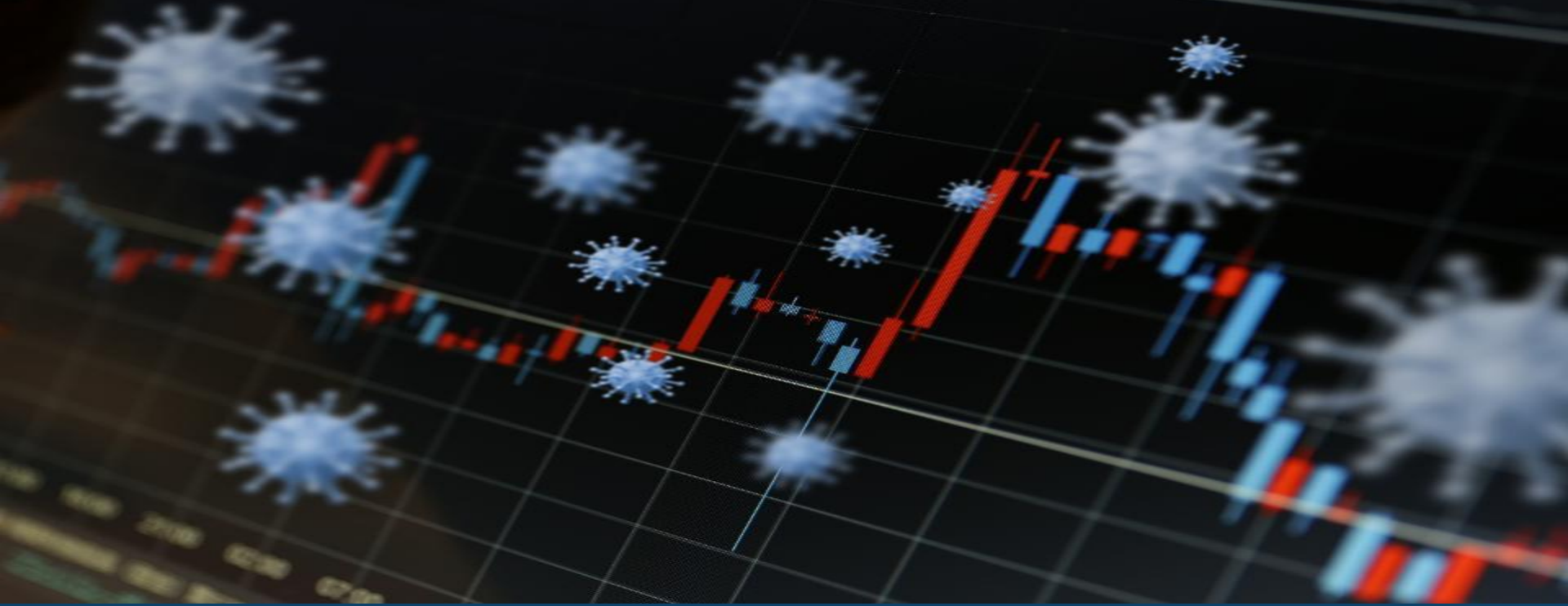
- Recreation
 - Facility Rental Fees
 - Recreation Membership Fees
 - Classes



General Fund – Transient Occupancy Tax

FY 2020-21 = ~~\$1.8M~~ **\$1.3M**, 3% of GF





COVID-19 Fiscal Impacts



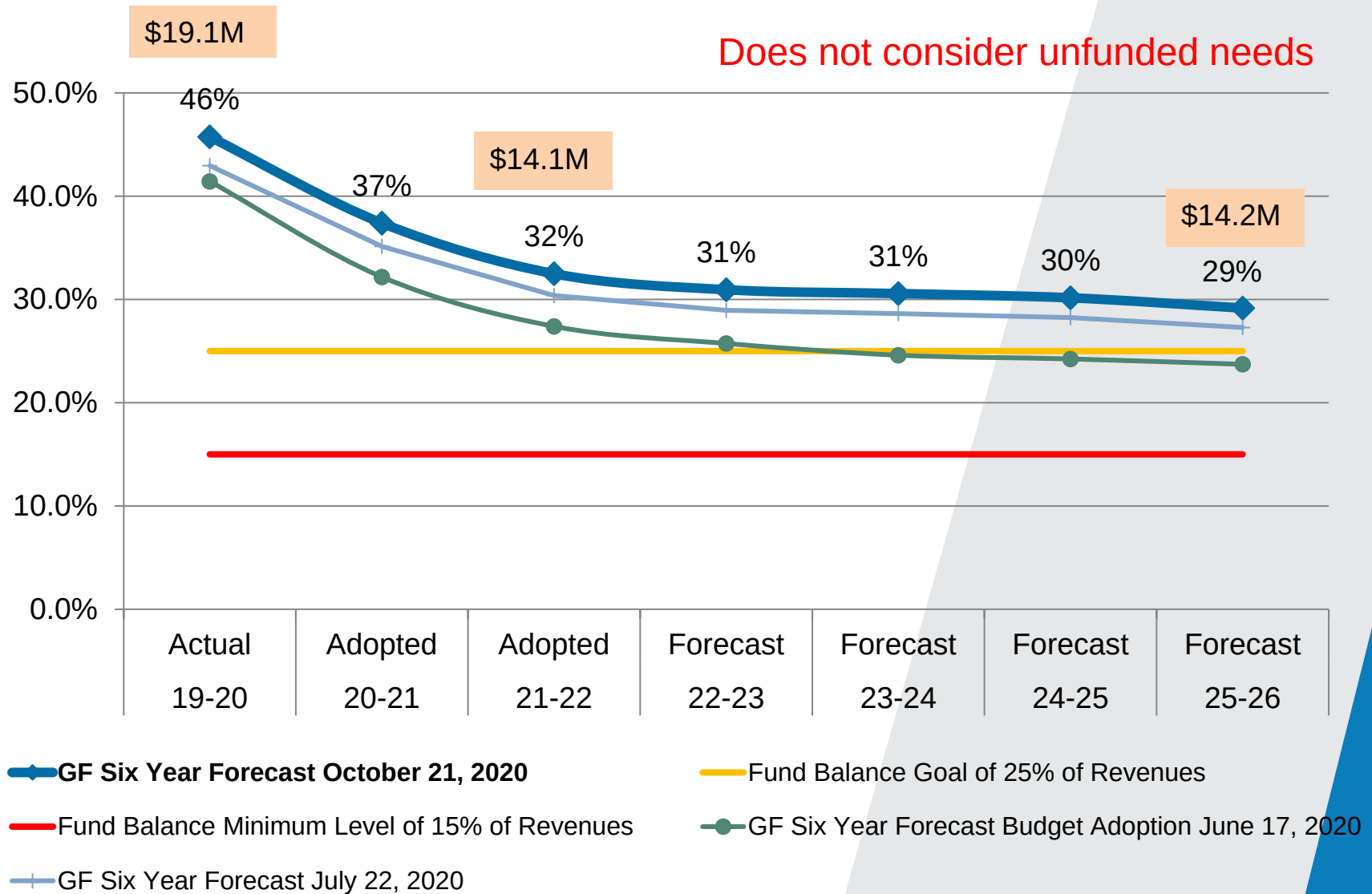
Fiscal Impacts of COVID-19 on Major Revenue Sources



Total Revenue **Loss** by Major Revenue Categories Over 3 Fiscal Years (Updated)

Revenue Type	FY2019-20	FY2020-21	FY2021-22	TOTAL
Property Tax	\$0.1M	\$0.1M	\$0.6M	\$0.8M
Sales Tax	\$0.7M	\$1.0M	\$1.6M	\$3.3M
Recreation	\$2.1M	\$3.8M	\$1.1M	\$7.0M
Hotel Tax	\$0.8M	\$1.8M	\$0.3M	\$2.9M
Fund 206	\$1.2M	\$1.5M	\$0.5M	\$3.2M
Other (Gas Tax, Transfer Tax)	\$0.2M	\$0.2M	\$0.1M	\$0.5M
TOTAL	\$5.1M	\$8.4M	\$4.2M	\$17.7M

Updated General Fund Forecast



Discretionary Revenues



Definition: Discretionary Revenue

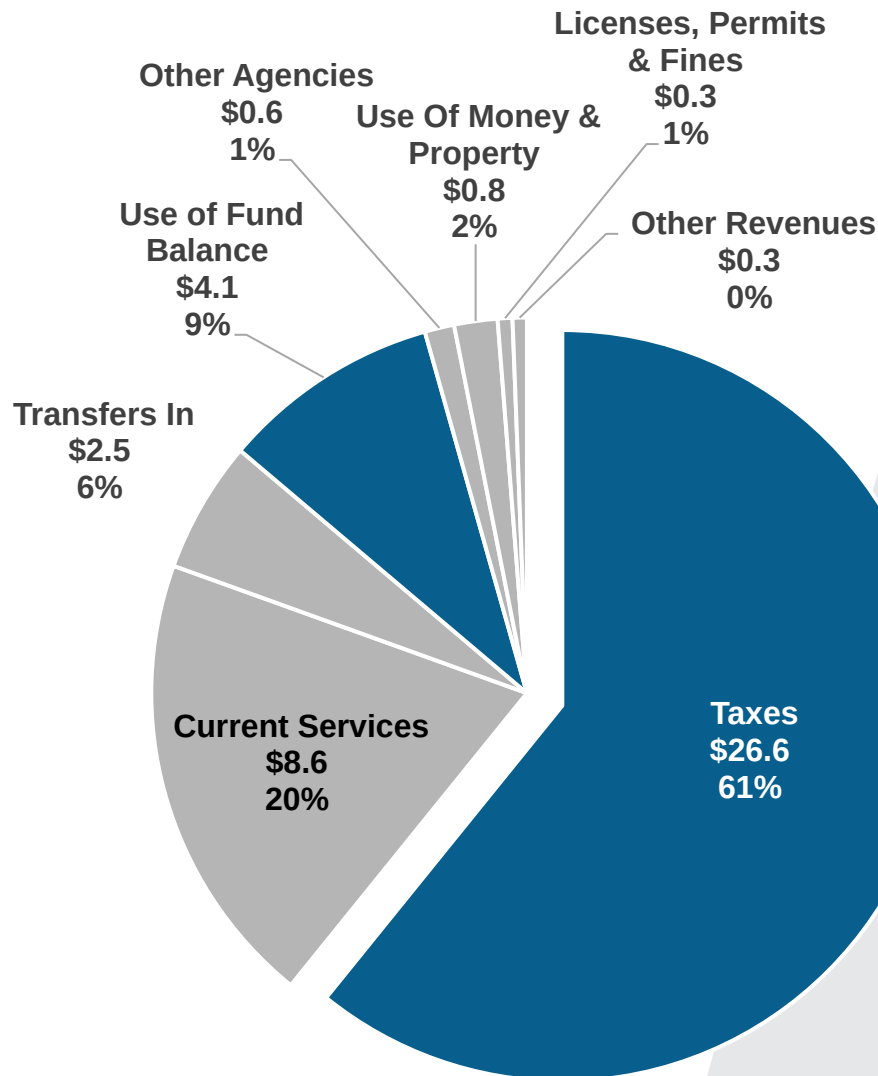


Resources that are not legally restricted for certain uses and can be allocated based on City Council priorities. This generally includes tax revenue like property, sales, hotel, and business license, and the General Fund's unrestricted fund balance.

This is revenue that the City Council can allocate as it wishes to fund local priorities.

General Fund: Discretionary Revenues

FY 2020-21 GF Resources: \$43.8M



Restricted
Revenues

Discretionary
Revenues

General Fund: Discretionary Expenditure

FY 2020-21 GF Expenditures: \$43.8M, \$30.8M Discretionary

Programs	General Fund Expenditure	Less Departmental Revenues & Transfers	Net General Fund Expenditure	%
Police	\$17.7	-\$1.2	\$16.5	54%
Fire	\$7.1	-\$0.3	\$6.7	22%
Infrastructure and Maintenance	\$4.4	-\$2.2	\$2.1	7%
Gen. Governance	\$4.8	-\$2.9	\$1.9	6%
Econ. Development	\$0.6	\$0.0	\$0.6	2%
Rec. Services	\$7.5	-\$5.9	\$1.5	5%
Environmental Programs	\$0.5	-\$0.3	\$0.3	1%
Transfers/Loans	\$1.1	\$0.0	\$1.1	3%
Total	\$43.8	-\$13.0	\$30.8	100%

Fiscal Sustainability

Funding Priorities for Local Government

Local Government Priorities



City

- Municipal Services: police, fire, animal control, parks, public works, water, wastewater, solid waste, community services and general governance.
- Regulations: Land use, building, codes, etc.

County

- Welfare & Social Services
- Courts and Criminal Justice System
- Municipal Services & Regulations for the unincorporated areas

Funding for Municipal Services



Primary Funding Sources

- Police – City General Fund (Taxes)
- Fire – City General Fund (Taxes)
- Pavement Rehab – Statewide Gas Tax, Regional Sales Tax, City General Fund (Taxes)
- Street Maintenance – Statewide Gas Tax, City General Fund (Taxes)
- Park Maintenance – City General Fund (Taxes)
- Water/Wastewater – (Fees to Customers)
- Solid Waste – Franchise (Fees to Customers)
- Downtown Maintenance – City General Fund (Taxes)

Unfunded General Fund Needs



Total Annual Unfunded General Fund Needs = **\$6M**

- Police \$1.3M
- Fire \$2.3M
- Building Maintenance and LAD **\$0.1M**
- Pavement Rehabilitation **\$1.1M**
- Street Maintenance \$0.2M
- **Operational loss due to RDACS Suspension \$1.0M**

Unfunded General Fund Needs (Cont'd)



RDCS Funding Losses

- **Park Maintenance Funding**
Must be replaced by General Fund in next six years.
- **Storm Drain System Repairs**
Must be replaced by General Fund in next six years unless alternative found.
- **Pedestrian Safety and Infrastructure Repair/Replace Funding**
Programs will eventually go away.
- **Agricultural and Open Space Preservation**
Programs have been halted.

Unfunded Liabilities

- Total Unfunded Liabilities = **\$55.9M**
(down from \$56.4M)
 - Public Employees Retirement System (PERS) - \$52.5M
 - Other Postemployment Benefits (OPEB) - \$3.4M
- General Fund Share = 67% or \$37.5M
- Current Funded Status
 - Misc. Plan = 71.6%
 - Safety Plan = 68.5%

Funding for Municipal Services



Other Services Funded from the General Fund

- Economic Development
- Recreation – Non-Cost Recovery (Senior Center and Teen Center) – **Reduced Funding**
- Environmental Services
- Community Promotions/Partner Organizations
Reduced Funding

Policy Questions

- Should new services be considered prior to restoring funding from programs reduced during the FY2020-21 and 2021-22 Budget process?
- Should new services be considered when funding for basic municipal services is not yet adequate?

Climate Action



Current Activities in Environmental Services

- Budget significantly reduced in Great Recession
- Three Priorities
 - Completing State mandated programs (solid waste, stormwater, water conservation)
 - Pursuing ideas that can reduce operational expenses (energy efficiency, renewable energy)
 - Grant-funded activities (tree planting, community garden)
- Other Low-Cost Impactful Activities
 - Regulatory (shopping bag ban, reach code)
 - Interns

Current Challenges

- Renew solid waste franchise
- Adopt and enforce new organic waste diversion activities (SB1383)
- Prepare for enhanced water conservation requirements
- Implement water-efficient landscape ordinance
- Trash rules in stormwater

Costs Anticipated with Climate Action Plan

- \$200,000 in consultant costs (based on other cities' experience)
- Requires 0.5 FTE staff support to oversee effort
- Implementation efforts after the Plan – 1 FTE (\$140,000) annually

Legal and Administrative Considerations



Brown Act

- Attendance at meetings
- Council member communication

Legislative Decisions

Legislative

General Plan
Zoning Ordinance

PD
DA
GPA

Quasi-Judicial

CUP
Site and Design
Subdivision Map

Legislative Decisions (Cont'd)



- Generally applicable rules that apply to a group of properties
 - **30,000-foot policies are adopted by resolution**
 - General Plan
 - Specific Plan
 - Master Plan
 - City Council Policies
 - **Rules that carry the weight of law require ordinance**
 - Zoning Ordinance
 - Development Agreement
 - Planned Development

Ordinances



- Except in case of emergency, an ordinance cannot be adopted within 5 days of its introduction
- Two readings are required—one to introduce, another to adopt
 - Unless waived by the Council, the ordinance must be read out loud in its entirety prior to adoption. If the first and second readings are waived, the ordinance can be introduced by title only and adopted without a reading.
- Non-emergency ordinances must be adopted at a regular meeting

Quasi-Judicial Matters



- Property Owners are Entitled to Due Process
- Decision must be based on information available at public hearing
 - Ex Parte contacts discouraged (sort of) and must be disclosed
 - Should disclose any information learned that is not part of public record
- Applicant is allowed to present project first and entitled to rebut evidence taken against the project.
- All others should be treated equally

Campaign Limits

California Fair Political Practices Commission

California State Contribution Limits

(Effective January 1, 2021 - December 31, 2022)

Candidates seeking a state office and committees that make contributions to state candidates are subject to contribution limits from a single source. Beginning January 1, 2021 a state campaign contribution limit will by default apply to city and county candidates when the city or county does not have laws addressing a contribution limit on such candidates. (Sections 85301 - 85303.) Contributions from affiliated entities are aggregated for purposes of the limits. (Regulation 18215.1.) The chart below shows the current limits per contributor for state offices and city and county candidates when the city or county does not have laws addressing a contribution limit on such candidates. The primary, general, special, and special run-off elections are considered separate elections. Contribution limits to candidates apply to each election. Contribution limits to officeholder and other committees apply on a calendar year basis. Contact your city or county about contribution limits for local offices, state campaign contribution limit will by default apply to city and county candidates when the city or county does not have laws addressing a contribution limit on such candidates.

Contribution Limits to State and Local* Candidates Per Election

Candidate or Officeholder	Contributor Sources		
	Person (individual, business entity, committee/PAC)	Small Contributor Committee (see definition on page 2)	Political Party
City and County Candidates subject to Section 85301 (d)	\$4,900	\$4,900	\$4,900
Senate and Assembly	\$4,900	\$9,700	No Limit
CalPERS/CalSTRS	\$4,900	\$9,700	No Limit
Lt. Governor, Secretary of State, Attorney General, Treasurer, Controller, Supt. of Public Instruction, Insurance Commissioner, and Board of Equalization	\$8,100	\$16,200	No Limit
Governor	\$32,400	\$32,400	No Limit

*State campaign contribution limit will by default apply to city and county candidates when the city or county does not have laws addressing a contribution limit on such candidates

Contributions to Other State Committees Per Calendar Year

Committee	Contributor Sources	
	Person (individual, business entity, committee/PAC)	
Committee (Not Political Party) that Contributes to State Candidates (PAC)	\$8,100	
Political Party Account for State Candidates	\$40,500	
Small Contributor Committee	\$200	
Committee Account NOT for State Candidates (Ballot Measure, PAC, Political Party)	No Limit*	

*State committees (including political parties and PACs) may receive contributions in excess of the limits identified above as long as the contributions are NOT used for state candidate contributions. (Regulation 18534.)

Contributions to State Officeholder Committees Per Calendar Year

Committee	Contributor Sources	
	Any Source (Person, Small Contributor Committee or Political Party)	Aggregate From All Sources
Senate and Assembly	\$4,000	\$67,300
CalPERS/CalSTRS	\$4,000	\$67,300
Lt. Governor, Secretary of State, Attorney General, Treasurer, Controller, Supt. of Public Instruction, Insurance Commissioner, and Board of Equalization	\$6,700	\$134,600
Governor	\$26,900	\$269,300

Fire Update



Fire Update: Wildfires



Proposed funding in Governor's budget:

- Add an additional 16 CAL FIRE and 14 California Conservation Core (CCC) hand crews over two years.
- Add 26 positions to meet requirements for defensible space inspections.
- One-time increase of \$5 million for fire research and fire behavior studies.
- One-time increase of \$256 million to increase wildfire resilience.

Wildfire impacts to wildlife

- Regional non-profit agencies take lead on monitoring impacts (i.e.: Santa Clara Valley Habitat Agency)

Fire Update: LAFCO RFP



The Countywide Fire Services review will identify opportunities for:

- Increased efficiency
- Improved effectiveness
- Streamlining purchasing
- Consolidation/disbursement of supplies
- Enhanced services
- Reduced costs
- Cost avoidance
- Standardization
- Improved training opportunities
- Eliminate duplication of services
- Improved customer service

Fire Update: Ambulance

- Finalizing billing processes
- Finalizing County EMS Registration
- Training our personnel in preparation

Standards of Coverage Study



- November 2018 Council approved participation in a 3-agency study with Morgan Hill, Gilroy and the South County Fire District
- Study included a 3-year historical assessment of incident type, risk of incident type on the community and current resource deployment
- This study would also include evaluations for future fire station locations, personnel staffing models, and delivery methods

Highlights of the Study



Daily Staffing Capacity:

The consultant recommends that both Cities construct and staff an additional fire station as soon as fiscally feasible

First Due Response:

MH stations do not meet the intended 7:30 best practice goal for urban fire service response. 1200 calls per year are simultaneous calls in the City

Mutual Aid Isolation:

The best long-term solution is to use the cooperative service delivery model due to the fact that all three agencies rely heavily on each other for fire/EMS response. Geographically all three agencies are isolated from "outside" aid from San Jose, Pajaro Valley, Hollister, and Watsonville

Where do we need to be?

3rd Fire Station

- Building and staffing the 3rd station is the only way to handle the longer than desired travel times in Morgan Hill

Incremental Steps Towards Proper Staffing

- Staffing the truck with 3 additional personnel daily at El Toro Station

or

- Staff a 2-person Rescue/Squad at El Toro Station



Police Update

Chief of Police

Shane Palsgrove

2020 Crime Stats

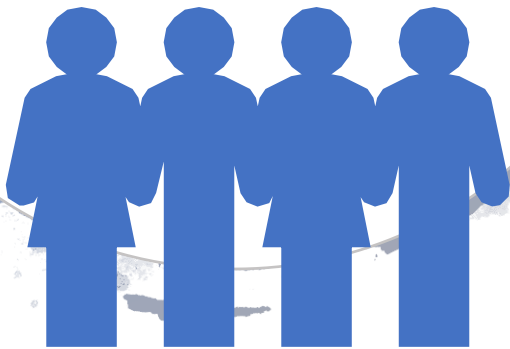
2020 Crime Stats Chart

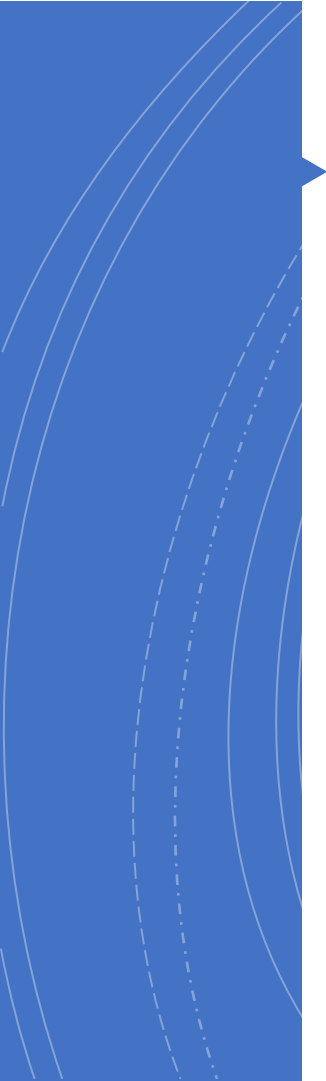
Morgan Hill Police Department Activity				2017-2019	2020
	2017	2018	2019	3 Year Avg	2020
Reports	4,137	3,812	3,879	3,943	3,677
Arrests*	1,946	1,664	1,507	1,706	1,198
Traffic Citations	2,146	2,481	1,192	1,940	1,400
Total CFS	37,937	37,649	35,833	37,140	34,952
By Officer Initiated	13,089	12,379	10,292	11,920	10,782
By Radio	24,848	25,255	25,541	25,215	24,170
Collisions	267	258	234	253	169

2020 Staffing Levels



- Officers 26%
- Dispatchers 33%
- Records 16%





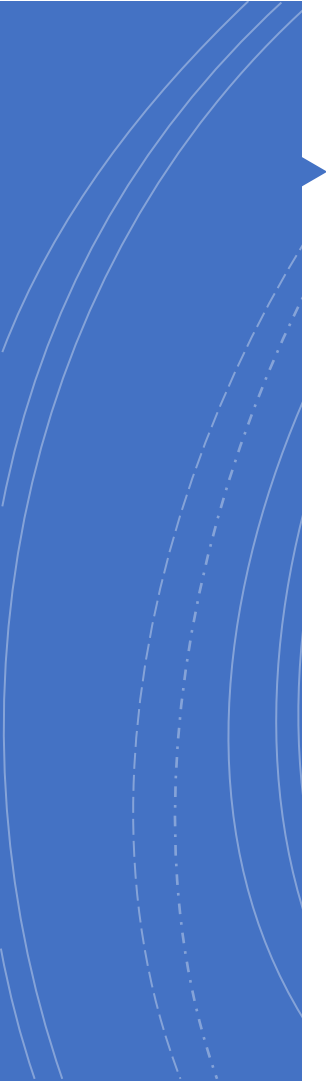
2021 Priorities

We are Hiring!

- www.joinmhpdc.com

21st Century Policing

- Reimagining policing in our community



21st Century Policing

- **Pillar One: Building Trust and Legitimacy.**
- **Pillar Two: Policy and Oversight.**
- Pillar Three: Technology and Social Media.
- Pillar Four: Community Policing and Crime Reduction.
- Pillar Five: Officer Training and Education.
- Pillar Six: Officer Safety and Wellness.

21st Century Policing

Pillar One: Building Trust and Legitimacy

NEW

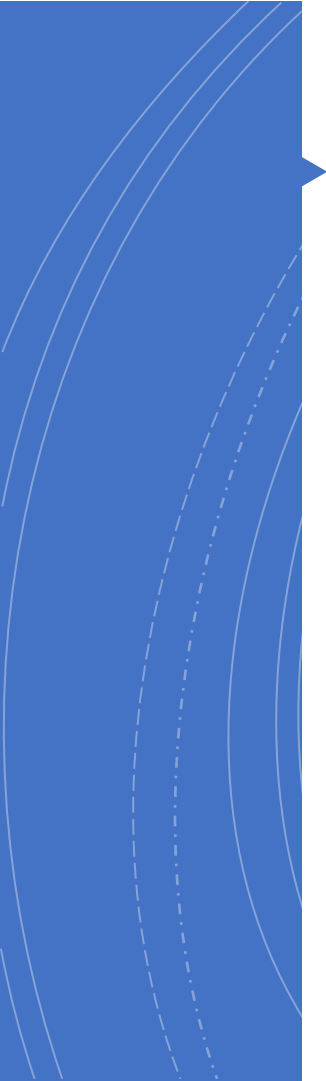
- Youth Restorative Justice Diversion Program
- Computer Forensic Task Force Officer
- Psychiatric Emergency Response Team (PERT) clinicians assigned to MH
- Santa Clara County Health Mental Mobile Crisis Response Team

21st Century Policing

Pillar Two: Policy and Oversight.

New

- Racial Identity Profiling Data Collection
- National Incident Based Reporting
- Fair/Equitable Release of Arrest Photos
- Use of Force Reporting on website
- Department Diversity chart on website
- Policy Manual on website



2021 Priorities

We are Hiring!

- www.joinmhpdpd.com

21st Century Policing

- Reimagining policing in our community

Development Projects Update



Communications and Engagement



Communications and Engagement Review



1 Overview of Responsibilities

3 City Communications Channels

2 Communications
Engagement
Public Relations
Marketing

4 City Staff and Elected Officials
Legal Issues and
Considerations

Overview of Communications and Engagement Responsibilities



- Resource/consultant to City departments in the development and implementation of communication plans
- City and EOC Public information Officer
- Primary administrator of the City's community engagement efforts

What's the Difference?



- **Communications**

Delivering a pre-determined information/message
(Informing)

- **Engagement**

No predetermined message.
Listening. Dialoging.

- **Public Relations**

Maintenance of a favorable public image

- **Marketing**

Activities undertaken to promote the buying or selling of a product or service.

City Communications Channels



- **Website**

- Notify Me

- **Email Blasts**

- **Social Media**

- Facebook
- Twitter
- Instagram

- **Nextdoor**

City Staff and Elected Officials Legal Issues and Considerations



**Use of City
Communication
Resources**

**Use of
Campaign/Personal/
City accounts**

**Commenting/Liking
posts**

Deleting comments

Blocking

On the Horizon



Upcoming Topics

- Broadband
- Industrial Ordinance
- County Solid Waste Opportunity
- Housing
- Development Fee Update

Council Follow-Up/Future Business



Goal-Setting Wrap up





ACCOMPLISHMENTS 2020

ADMINISTRATIVE SERVICES

Council Services and Records Management

- Implemented virtual City Council, Commission, and Town Hall Meetings.
- Conducted nomination process virtually.
- Completed phase 1 of Laserfiche upgrade.
- Implemented DocuSign for contract and other document routing.
- Supported the call center during the SCU lightning complex fire.
- Supported the Public Information Officer role during the SCU lightning complex fire.
- Restructured job duties to support the organization during COVID-19 Shelter-In-Place order.
- Supported the Communications and Engagement role during COVID-19 Shelter-In-Place order.
- Worked closely with the Community Development Team to create a more effective process for informing the community about development projects.

Finance/Budget/Utility Billing

- Completed biennial budget for fiscal years 2020-21 and 2021-22.
- Successfully refinanced 2013 Successor Agency Bonds resulting in additional current fiscal year property tax revenue for the General Fund of approximately \$0.6 million.
- Issued new wastewater revenue bonds with \$20 million proceeds for wastewater CIP.
- Implemented Lockbox Services for Utility Billing Payments.
- Added Ring Central phone service so UB customer service calls could be answered remotely.
- Continued to promote paperless billing and electronic payment enrollment. Over 67% of Citywide accounts are now enrolled online, of which, 66% are enrolled in paperless statements and 54% are now enrolled in autopay.
- Implemented virtual credit card processing and online receipting for permits for teammates working from home.
- Supported completion of Engage Morgan Hill.

Geographic Information Services (GIS)

- Created a web map for City teammates so that they can access MHMaps layers, including a new senior care facilities layer, remotely without City network access.
- Initiated a new City address database review.
- Collaborated with EOC to identify impacts of PG&E Public Safety Power Shut Off events to Morgan Hill community.
- Rolled out a new web map service called CityMaps for City teammates to replace the old MHMaps with an updated, enhanced web map that uses current GIS technology, and can be accessed remotely.
- Completed GIS integration with Sedaru and POSM utilities business systems.
- Worked with utilities and engineering teammates to improve utilities GIS data.
- Provided mapping support during the SCU Lightning Complex fire to assist in identifying evacuation zone areas in Morgan Hill and evacuating residents.
- Continued to provide mapping support to teammates.



ACCOMPLISHMENTS 2020

Human Resources

- Completed 12 recruitments for regular, benefitted positions since January 1, 2020 and onboarded 8 new teammates.
- Administered and managed the Families First Coronavirus Response Act (FFCRA) for our City teammates.
- Finalized, developed, and implemented COVID-19 Facility Use Policies and Procedures to follow when entering and working within City facilities to ensure employee safety through the shelter-in-place.
- Regularly updated COVID-19 policies to follow CDC and County guidelines, rules, and regulations.
- Provided COVID-19 training to all teammates covering policies and procedures using TargetSolutions.
- Continuing to work with Sedgwick to finalize Injury Illness Prevention Program (IIPP), which includes CALOSHA COVID-19 supplement.
- Partnered with Concern Employee Assistance Program (EAP) to provide workshops to teammates on personal and professional growth and health and wellness.
- Began training managers on NeoGov Perform platform for performance evaluations.
- Held a Virtual Service Awards Ceremony.
- Partnered with the Work on Wellness (WOW) Committee to hold Virtual Monthly Teammate Fun Events.
- Streamlined various processes to be completed remotely and electronically such as, Department of Motor vehicles entries, teammate onboarding process and various trainings.

CITY ATTORNEY

- Suspended enforcement of minimum parking requirements in shopping centers and commercial districts to allow the use of outdoor areas for retail merchandise and pick-up, and for expanded restaurant space.
- Suspended enforcement of limitations on hours of operation to allow commercial and industrial operations to continue with social distancing—this suspension does not apply to hours of operation for bars and restaurants that serve alcohol.
- Suspended enforcement of construction hours beginning at 6 a.m. to 8 p.m. Monday through Saturday for certain large construction projects, except in public rights-of-way. Home remodels in residential neighborhoods are not included.
- Created streamlined processes to modify design review approvals for projects impacted by COVID-19. This allows developers to value-engineer approved projects and to modify designs to allow social distancing. Fees for this streamlined process are waived.
- Drafted emergency order prohibiting rent increases.
- Providing guidance to City departments and local businesses on Shelter-In-Place Orders.

CITY MANAGER

- Served as the City of Morgan Hill's Director of Emergency Services throughout COVID-19 and SCU Lightning Complex Fire.
- Participated in regular meetings with County of Santa Clara, MHUSD, Santa Clara Valley Transportation Agency (VTA), Chamber of Commerce, Emergency Operational Area Council, Gilroy, and South County Regional Wastewater Authority (SCRWA).
- Continued to represent Morgan Hill's interests as they relate to High-Speed Rail.
- Researched and presented potential revenue measures for City Council consideration for November 2020 ballot.
- Conducted COVID-19 video conference calls with Leadership Team.



ACCOMPLISHMENTS 2020

City Manager (continued)

- Applied the sustainable budget strategies to develop, recommend, and adopt the FY 2021 and 2022 biennial budget and six-year Capital Improvement Program.
- Hosted Zoom Town Hall meetings with the Community, collaborating with the County, and the City of Gilroy.
- Participated in League of California Cities Conferences and Academies.
- Participated in regular meetings with City Managers in the County to discuss local responses and participated in calls hosted by the County.
- Advocated for funding at all levels.
- Worked with County on plans for DePaul Health Center.
- Accepted County Supervisor's recognition for courage, innovation, and outstanding community service during pandemic on behalf of the City of Morgan Hill Teammates.

Communications and Engagement

- Continued to lead, coordinate, and bring to conclusion the extensive community outreach, engagement, and education process, Engage Morgan Hill, guiding the Community Advisory Group (CAG) through the biennial budget process resulting in the CAG providing input and recommendations to the 2020-21 and 2021-22 biennial budget and the City Council decision to not move forward with a revenue measure in November 2020.
- Provided communication support to the 2020 Census process, including participation on the Cities and Neighbors subcommittee of the Santa Clara County Complete Count Committee.
- Worked closely with the Development Services team to implement more effective ways to keep the community informed and updated on development projects in Morgan Hill.
- Smoothly transitioned the City Clerk role from elected to appointed ensuring a highly qualified individual assumed the City Clerk responsibilities with the end of the elected City Clerk's term in December 2020.
- Developed capacity and support for the communications function in the Deputy City Clerk/Council Services Records Manager position (now City Clerk position) and the Council Services/Records Management MSA position.

COVID-19

- Created City of Morgan Hill COVID-19 webpages, curated content, and regularly updated the webpages and website newsflashes.
- Established and managed a virtual call center that allowed for offsite staffing, providing a resource for the community to easily connect with the City during Shelter-In-Place by phone or text.
- Developed and sent hundreds of COVID-19 e-mail updates to over 18,000 community members with significantly high open rates, frequently over 50%.
- Monitored and responded to COVID-19 related emails, social media posts, and other inquiries.
- Ensured accurate and complete understanding of new orders and changes to orders to effectively communicate with our residents.
- Provided and shared COVID-19 information translated to Spanish whenever possible.
- Participated in weekly and biweekly regional calls for Public Information Officers to share COVID-19 information, ideas, best practices, and to ensure consistent messaging.



ACCOMPLISHMENTS 2020

Communications and Engagement (continued)

COVID-19 (continued)

- Prepared and broadcast videos created by the City Council and Leadership Team.
- Implemented and coordinated virtual Town Hall meetings to provide an opportunity for community engagement without in person meetings.
- Partnering with the City of Gilroy, Community Groups, and the County to more effectively reach the Spanish speaking community through targeted bilingual virtual community meetings and bilingual press conferences.

SCU Lightning Complex Fire

- Served in the Emergency Operations Center as the City of Morgan Hill Public Information Officer.
- Established a virtual call center providing a centralized resource center which offloaded over 1,800 calls from the Police Department dispatch center and could be accessed by staff at the EOC or at remote locations.
- Implemented and regularly updated a City website homepage newsflash to provide the community the most current fire updates from the CALFIRE Incident Command Center.
- Provided limited information on our government access channel, Channel 17, referring viewers to the City website with a direct URL.
- During the event over 25 direct emails were sent, in English with a link to the Spanish translation, to over 18,000 Morgan Hill residents and businesses with an average open rate of 44% (industry standard is 20%).
- All updates were posted to the City's Engage Facebook page and the Police Department Facebook page. The reach for posts experienced an all-time high of just over 72,000 on the day of the actual evacuation. Reach for posts averaged between 20,000 – 30,000 during the event.
- All updates were posted to Nextdoor and were viewed on average by approximately 1,500 – 3,000 households with a high of 7,700 views.
- Held two virtual town halls with over 1,100 community members participating in each, to update the community and answer any questions in a live environment.
- Conducted a follow-up survey on the City's communication efforts during the event. The survey had 1,135 respondents with over 57% not being in the evacuation warning area. Just under 80% of respondents indicated that communication during the fire was good to outstanding and the average rating for content, frequency, quality, timeliness, and methods of communication was 4.4 out of 5. Many comments were shared in the survey, with a majority of them being complimentary and expressing appreciation.

Protests

- Provided support as the Public Information Officer in the mobile incident command center for significant protests within the City of Morgan Hill.



ACCOMPLISHMENTS 2020

COMMUNITY SERVICES

Recreation

- Transitioned all CRC/AC Membership Operations online to support COVID-19 efforts and improved efficiency.
- Launched a Virtual Membership within two days of closing the CRC to provide a virtual community and class offerings from home. Virtual Membership was open to the entire community from March through the middle of August. The Virtual Membership offered live streamed classes, on-demand classes, in-home wellness sessions, Work out of the Day, Recipes, Running Group, and fun challenges and tips to stay healthy during Shelter-in-Place for both individuals and families.
- Had over 700 Virtual Facebook users engaging in our new CRC Virtual Membership.
- Opened the Aquatics Center in June, leading the charge as one of the first pools to open in the Region.
- Constructed an outdoor fitness center for use during COVID-19 restrictions at the CRC.
- Created new COVID-19 standard operational procedures for recreation facilities and brought several part-time teammates back from furlough, training over 100 teammates on new protocols.
- Averaged 6,000 visits per month between the CRC and AC through COVID-19.
- Retained over 50% of the CRC/AC memberships.
- Partnered to host the 2020 CrossFit Games at the OSC and AC.
- Continued to offer Senior Lunch program in partnership with the YMCA of Silicon Valley with no interruption throughout COVID-19 by providing drive-through pickup of lunches. In total, Senior Nutrition Program boxed to-go lunches and served more than 22,467 meals, in addition delivered over 2,300 meals to Seniors that could not pick up themselves.
- Rebranded the Get'n Around Town senior transportation to the RYDE program and received funding to help subsidize the operations.
- Offered the very first Virtual Youth Leadership Morgan Hill with 13 Teens and launched the first virtual YAC with 18 members learning leaderships skills and continuing to provide Developmental Asset Presentations virtually at City Council Meetings monthly. In addition, YAC received a grant from Breathe California and Public Health to help fund the YAC anti-vaping program.
- Ran three successful summer camps, multiple youth contract classes, and swim lessons following Santa Clara County COVID-19 guidelines.
- Successfully rescheduled many CCC rentals to 2021 (facility almost all booked on weekends for 2021).
- Prepared for the transition to online picnic reservation to be implemented following COVID-19.
- Provided support for SCU Lightning Complex fire event, by providing primary staffing and management of the community call center.

Environmental Services

- Made significant improvements to the Storm Water Program and supported transition to the Division's oversight of post-construction and active construction inspections.
- Continued partnership with Gilroy supporting both Solid Waste and Storm Water Pollution Programs for both communities.

Maintenance

- Supported COVID-19 response throughout the City, including:
 - Coordinated the decontamination and cleaning of City facilities
 - Retrofitting facilities and relocating equipment to allow continued operations at facilities



ACCOMPLISHMENTS 2020

Maintenance (continued)

- Supported parklet program through deployment of traffic water barriers
- Opened and closed park facilities as required by State and County COVID-19 requirements
- Essential workers maintained safe roadways, parks, and public facilities to provide critical services 24/7 during the COVID-19 Shelter-In-Place orders.
- Successfully moved from contract to internal maintenance for the Group 5 Landscape Assessment District Sub Area, saving the City and residents significant dollars.
- Worked with residents to successfully vote to increase the assessment for the Mill Creek Sub Area, improving service.
- Supported weed and brush abatement on City owned properties, limiting fire risk.
- Provided support for SCU Lightning Complex fire event.

DEVELOPMENT SERVICES

Building

- All Inspectors continue to hold Certified Combination Inspectors status in both Residential and Commercial category. Issued 1,459 permits.
- Performed 7,778 inspections.
- Issued 55 new residential permits.
- Fully transitioned all permits, plan checks and counter assistance to a virtual environment.

Code Compliance

- Opened 424 code compliance cases in 2020.
- Closed 326 cases.

Economic Development

- Implemented an Economic Development Business Recovery Plan to support recovery of the restaurant industry, retailers, and small businesses, to encourage tourism, and support new investment.
- Launched a Morgan Hill al Fresco program to encourage restaurants to expand outdoor dining onto public sidewalks and parking areas through an expedited process at no charge.
- Provided information to businesses and employees affected by COVID-19 through dedicated web page.
- Hosted Zoom meetings with business owners and key City officials to share COVID-19 information, answer questions, and assist them with successful operation.
- Deployed a Business Impact Survey that was emailed and mailed to all businesses.
- Hosted six virtual panel sessions on business resiliency with sector experts helping support various sectors of the Morgan Hill business community during COVID-19.
- Relaxed on-street parking regulations and supplied signage to support curbside pick-up activity.
- Offered Place Branding grant opportunities for streetscape activation projects through art, landscaping, and beautification projects.
- Created a Guide to Recovery, "[Morgan Hill Ready](#)" with information about reopening from the State, County, and Industry-specific recommendations and requirements.
- The City partnered with the Morgan Hill Chamber of Commerce to launch a "Buy Local Morgan Hill" campaign offering the business community a platform for increasing product awareness and educate



ACCOMPLISHMENTS 2020

Economic Development (continued)

residents of the importance of shopping local and to encourage more business-to-business transactions through product matchmaking.

- Coordinated “Sidewalk Saturdays”, an outdoor popup retail event for retailers that do not have a storefront to join an outdoor retail market opportunity in Downtown.
- Developed tents and heaters guidelines for restaurants in cooperation with the Fire Department.
- Supported and coordinated reserved parking signage for curbside pick-up at Downtown restaurants.
- Launched Development Project web portal providing real time information to the Community.
- Hosted an ADA workshop in partnership with the Chamber of Commerce conveying best practices and important information to be compliant with the law and reduce litigation.
- Developed a comprehensive briefing book in support of a Commercial and Industrial Technical Assistance Panel by ULI to identify practical solutions for industrial preservation and retail concentration.
- Development new program guidelines for Impact Fee Freeze program, supporting new industrial and commercial development.
- Negotiated a 20-year broadband agreement with Wave Broadband for the intra-connectivity between City facilities.
- Partnered with Strategic Economics to update an analysis on the remaining industrial and commercial vacant land capacity within Morgan Hill.
- Coordinated a fiscal impact analysis of the proposed Morgan Hill Technology Park.
- Assisted a variety of businesses with entitlement process resulting in new and expanded businesses: Serrano Electric, T&H Manufacturing, Lillian Commons, Paige Day Photography, Applied Motion Products, Silicon Valley Glass, Level 10, Cardinale Dodge, and Airstream.

Housing/Homelessness

- Procurement of \$34,000 Census grant to outreach to the hard to count populations. Due to COVID-19, only \$17,000 of the grant was received and used for those efforts. Our Census response rate was 81.9%.
- Under CDBG: Cross Department effort between Housing and Engineering: procured a Capital Improvement Grant in the amount of \$350,120 for the improvement of Britton Middle School sidewalks.
- UHC Monterey Crossings 100% Affordable project lease of 24 units bringing the project to 100% capacity for a total of 37 units.
- 264 unhoused Morgan Hill individuals were interviewed and assessed to determine health, housing, and social risk factors.
- 139 homeless housed successfully.
- Ongoing deployment of County/Abode nonprofit Homeless Outreach Workers who conduct interviews and assessments to determine the medical and social risk factors of the homeless.
- Ongoing coordination of the County Rapid Rehousing Program, a Homeless Prevention (financial rental assistance) Program for families.
- Ongoing operation of Safe Park Program (30 people each evening) living in their cars where they are receiving coordinated assessment, services, meals, and support with the goal of providing some stability while they wait for permanent housing.
- Establishment of an Inclement Cold Weather Shelter with Community Christian for single men.
- Ongoing identification of affordable housing opportunities to create very low-income and extremely low-income units. There are 6 affordable projects in the pipeline.



ACCOMPLISHMENTS 2020

Housing/Homelessness (continued)

- Partnered with Rebuilding Together to help 15 households (seniors and low-income residents) with home repairs.
- Participated in the Santa Clara County Regional Assessment of Fair Housing Draft Goals and Strategies to promote residential racial and ethnic integration and reduce displacement by increasing the supply of affordable housing.
- The BMR portfolio has 558 owner-occupied units, contracted for the sale of 22 homes, performed 22 Escrow/Closings, and held new homebuyer education workshops for 1,251 registrants.
- Became a Member of the California Community Housing Agency; supporting the CCHA Issuance of Tax-Exempt Bonds for the production, preservation, and protection of Middle-Income Rental Housing.
- Participated in the Santa Clara County/Destination:Home workgroup to develop the Goals and Strategies of the 2020 Community Plan to End Homelessness.
- Ongoing Participation in the County of Santa Clara Community Development Block Grant Program (CDBG) and the Home Investment Partnership program (HOME). The following services were provided:
 - FY 2020 (July 1, 2019 – June 30, 2020)
 - Next Door Solutions to Domestic Violence provided 16 families from Morgan Hill, and 171 families from the unincorporated area with emergency shelter and support services.
 - Project Sentinel provided fair housing services designed to reduce or eliminate the incidence of illegal housing discrimination to 126 low-income individuals.
 - Community Solutions, La Isla Pacifica Shelter, provided emergency shelter to individuals escaping violence. Community Solutions provided housing, legal, and peer counseling services to 17 very low-income women and their children in Morgan Hill and the unincorporated area.
 - Senior Adults Legal Assistance (SALA) provided free legal assistance to 57 seniors in Morgan Hill to improve and/or stabilize elders' lives.
 - Through 17 Professional Service Agreements with community-based organizations, 4,300 low income individuals from the Urban County were assisted with shelter, housing, legal services, counseling, and other supportive services.

Planning

- Amended Title 18 (Zoning), Division III (Residential Development Control System (RDCS)), of the Morgan Hill Municipal Code, by adding a Section 18.156.180 (Enforcement) to establish procedures for the limited enforcement or non-enforcement of the Residential Development Control System (RDCS) while the Housing Crisis Act of 2019 (SB 330) is in effect.
- Fully implemented a new permit process for SB330 including utilizing objective criteria established at the end of 2019.
- Secured SB2 grant in the amount of \$160,000 and held a Workshop for a Form-Based Code along Monterey Road Corridor.
- Held Workshops and Presentations with the Planning Commission regarding the City's implementation of SB 743 and the transition from Level-of-Service (LOS) to Vehicle-Miles-Traveled (VMT) metric for transportation analysis under the California Environmental Quality Act (CEQA) for development projects.
- Amended the Zoning Ordinance (Title 18) of the Municipal Code implementing miscellaneous code amendments due to clerical errors and inconsistencies, establish design and screening requirements of fences and walls and establishing procedures for amending the General Plan.
- Assisted in mapping and review of City boundaries for CENSUS 2020.



ACCOMPLISHMENTS 2020

Planning (continued)

- Submitted Local Early Action Planning (LEAP) grant for \$150,000 to assist in funding the preparation and adoption of the Housing Element Update of the General Plan to facilitate compliance with the sixth cycle RHNA.
- Participated in RHNA Methodology process and closely tracked process that will determine the City's sixth cycle RHNA.
- Fully transitioned all planning functions to a virtual environment.
- Continued to create and improve resources for public information regarding development activity in the City.
- Received ABAG approval for an expansion of the Downtown Priority Development Area to include an extension along Monterey Road to the north and south and the creation of a Priority Production Area to protect the City's industrial areas from housing conversion pressure.

ENGINEERING and UTILITIES

Engineering

- Successfully received grant funding for the Hale Avenue Extension Project and subsequently awarded the project for construction.
- Completed the 2020 Pavement Program with minimal complaints from residents.
- Neared completion of the Main Avenue Bike Lane improvements.
- Constructed Phase 1 of the Madrone Channel Trail Project.
- Completed construction of new Main Avenue Well, bringing the new well online for the City's Water System
- Completed the Library Expansion Project and began construction on the Magical Bridge Inclusive Playground Project and Centennial Recreation Center Expansion Project.
- Streamlined the encroachment permit process to support outdoor dining for restaurants during the COVID-19 crisis.
- Completed the annual documentation to recertify City activities credited under the Federal Emergency Management Agency's Community Rating System (CRS) Program which ensures City's floodplain residents and businesses continue to get a 15% discount on their flood insurance premiums.
- Developed design standards for broadband installations in the public right-of-way.
- Assisted in additional updates to the engineering design and development standard portion of the "Residential Development Design and Development Standards" document used for SB 330 Planning applications.
- Managed City contractor inspector's oversight inspections of 31 currently active, priority construction sites (27 private development projects and 4 CIP projects) which began prior to this year's rainy season, September 2020.
- Participated in the regular meetings of the Santa Clara County Community Rating System (CRS) Users Group, and the South County Stormwater Coordination Committee.
- Processed 4 Tract Map approvals, 2 Parcel Map and Improvement Plan approvals, 4 Individual Improvement Plan approvals, 2 Lot Line Adjustments and acceptances for 3 completed/accepted Tract improvements. There was a 50% increase in map and improvement plan reviews over 2019.
- Reviewed 7 Preliminary SB 330 residential applications. 15 Architectural & Site Review applications, 4 Use Permit applications, 3 General Plan Amendments, 6 Tentative Maps, and 2 Zoning Amendments. Although



ACCOMPLISHMENTS 2020

Engineering (continued)

there was a 41% decrease in overall completed Planning reviews over 2019, the 7 SB 330 residential application reviews are new this year.

Utilities

- Completed the 2020 water loss audit report.
- Exercised 435 valves in the water distribution system and tested 356 large water meters (greater than 1½ inches) to ensure accuracy for the largest water customers.
- Marked 95% of underground utility location tickets accurately and within 48 hours.
- Improved the Cross-Connection Control Program to ensure compliance with State requirements. The work included upgrading business systems to better track backflow devices, required testing, and increased inspections as needed.
- Cleaned and inspected Edmundson and Nob Hill Water Reservoirs.
- Hydro cleaned 562,366 feet of the wastewater collection system using frequencies and priorities established by the asset management program.
- Inspected 199,405 feet of the wastewater collection system using internal staff and the City's CCTV system.
- Integrated SEDARU asset management platform with the City's GIS for improved efficiency in preventative maintenance operations.
- Completed the Diana #2 Well and Main #2 Well rehabilitation projects.
- Completed the deployment of the Incode Mobile Service Order System for water meter work more efficiently connecting field staff with the utility billing system.
- Trained staff and put new Hydro-excavator into service helping crews perform water repair excavations more safely.
- Upgraded CCTV software (POSM) from MS Access to a SQL database and integrated with the City's GIS
- Completed annual Consumer Confidence Report.
- Completed assessment project on the City's existing trunkline that extends to the treatment plant in Gilroy.
- Essential workers provided a fully operational water and wastewater system to provide critical services 24/7 during the COVID-19 Shelter-In-Place orders with 30% of Department's positions vacant.
- Continued to further improve Emergency Response Plans for Public Safety Power Shut Off events.
- Provided support for the SCU Lightning Complex fire event.
- Responded to CAISO statewide Flex Alert to reduce power demands from 3 PM to 10 PM. We were able to shift our energy demand by 1.5 MW during these hours. As a general rule of thumb, each MW of power can supply around 650 average homes.

FIRE

- Continued to operate comprehensive Annual Fire Inspection and Hazardous Vegetation Abatement Programs during COVID-19 Pandemic.
- Assisted local businesses with outdoor operating requirements during the COVID-19 Pandemic.
- Secured contract and completed back-end work for the new Fire Inspection Software Program (Streamline) that was implemented on January 1, 2021.
- Prepared to assist the community with the implementation of new State laws, including SB38, which requires inspection and reporting related to wildfire risk and associated code compliance at sale on any real property in in a high or very high fire hazard severity zone.



ACCOMPLISHMENTS 2020

Fire (continued)

- Hosted a meeting of the Northern California Fire Prevention Officers in Morgan Hill.
- Hosted a Fire Alarm Plan Review class in Morgan Hill.
- Participated in a Stanford Wildfire Workshop.
- Continued coordination between PG&E and City to reduce wildfire risks and ensure local preparedness for a blackout event.
- Assisted with Morgan Hill CERT training.
- Managed the third largest wildfire in California's recorded history:
 - Coordinated evacuation warnings and orders with Morgan Hill Police Department.
 - Engaged in extensive community outreach during and after the fire.
- Entered into agreement for billing services with R1 for the ambulance.
- Received an EMS trust fund grant that provided Stop The Bleed Kits for the Police and Fire Departments.
- Purchased all medications and equipment for the ambulance.
- Firefighters started to receive the COVID-19 vaccine.

POLICE

- Police, in partnership, with other City Teammates evacuated approximately 500 residences during the SCU Lightning Complex that covered five counties and burned a total of 396,624 acres.
- Monitored and ensured the community's safety during 25-30 civil unrest events.
- Creation of 21st Century Policing Guide and posting on Police Department's webpage.
- Police participated in the education of our community during the Pandemic and Public Health Quarantine Orders.
- Police Officers and Dispatchers worked the majority of 2020 with significant staffing shortages.
- Investigated significant cases including a homicide; seizure of 21 illegally altered firearms from documented gang members trafficking the firearms from Arizona; a fatal hit and run; and a \$160,000 burglary of one-of-a-kind Specialized prototypes.

Information Technology

- Finalized the Broadband RFP for connectivity between City facilities with our teammates in Economic Development.
- Upgraded the City enterprise storage and virtualization environments restoring manufacturers support.
- Upgraded the City core network and connectivity between data centers by 4x.
- Increased internet connectivity by 5x to support additional teammates working remotely simultaneously.
- Deployed a new scalable Virtual Private Network (VPN) solution for teammates to access City resources securely.
- Transitioned network users from the old VPN to the new VPN: installed the new VPN on almost all City issued laptops.
- Major upgrades to Laserfiche and POSM leveraging the enterprise database environment.
- Completed the fiber work between CRC and Corp Yard.
- Streamlined Eden Web timecard entry for remote users.
- Deployed outdoor Wi-Fi to support the transition of CRC classes to a virtual format.
- Upgrading Microsoft licensing to modernize both the desktop and server environments.
- Implemented new remote support tool to assist employees who are working remotely.

City of Morgan Hill Strategic Priorities 2020-2021

New item

		Strategic Priorities 2020-2021						COVID Workplan Item
#	FY 2020-21 and FY 2021-22 Activity Goals	Fiscal Sustainability	Affordable Housing & Homelessness	Community Engagement & Messaging	Economic Development	Transportation	COVID	Status
City Manager								
1	Closely monitor the economic recovery and financial impacts associated with the ongoing COVID-19 pandemic and update the City Council and the Community monthly	X		X	X		X	Ongoing
2	Ensure Departments maintain focus on cost containment and continue to actively pursue State and Federal funding	X					X	Ongoing
3	Advocate with regional partners for the clearly identified traffic and transportation issues, including the High-Speed Rail, Hale Avenue extension, expansion of Highway 101, and funding for priority projects in South Santa Clara County	X				X		Ongoing
4	Represent the City's interests by regularly meeting with County of Santa Clara, MHUSD, Santa Clara Valley Transportation Agency (VTA), Chamber of Commerce, Emergency Operational Area Council, Gilroy, and South County Regional Wastewater Authority (SCRWA), and League of CA Cities	X	X		X	X		Ongoing
5	Work with the City departments to implement a work plan for equity and host a Council workshop to determine scope and timeline	X	X	X	X	X	X	In Process
Communications and Engagement								
6	Continue to monitor and communicate Federal, State, County and local guidelines regarding COVID-19 health emergency			X			X	Ongoing
7	Continue outreach and bilingual communication as possible with limited resources		X	X				Ongoing
City Attorney								
8	Monitor and provide guidance in implementing State and County orders as they relate to COVID-19						X	Ongoing
9	Monitor and update City's COVID-19 emergency orders						X	Ongoing
10	Serve on Board of Directors for PLAN JPA	X						Ongoing
11	Communicate with Council and the community regarding changes to the Housing Accountability Act and advocate for measures to mitigate potential impacts		X	X				Ongoing
Human Resources								

City of Morgan Hill Strategic Priorities 2020-2021

New item

		Strategic Priorities 2020-2021						COVID Workplan Item
#	FY 2020-21 and FY 2021-22 Activity Goals	Fiscal Sustainability	Affordable Housing & Homelessness	Community Engagement & Messaging	Economic Development	Transportation	COVID	Status
12	Negotiate fiscally responsible labor agreements with the City's three bargaining groups, for contracts expiring in December 2021, while continuing to provide salaries and benefits that attract and retain a qualified workforce	X						Commencing Soon
Council Services and Records Management								
13	Implement Electronic Document Management and Workflow system	X		X			X	In Process
14	Implement DocuSign Electronic Signatures	X					X	Complete
15	Implement new Agenda Management system	X		X				In Process
16	Conduct a Regular Municipal Election on November 3, 2020 for four elected positions (Mayor, Treasurer, and Two City Council seats) in conjunction with the Santa Clara County Registrar of Voters Office			X				Complete
Finance/Budget/Utility Billing								
17	Seek federal and state grant funding available through FEMA, CARES and others for the City resources expended in response to COVID-19	X					X	Ongoing
18	Evaluate existing fee schedules to ensure reasonable costs of providing services are appropriately assessed	X			X			In Process
19	Explore new or expand existing tax revenue sources to address City's unfunded needs and economic impacts due to COVID-19	X			X		X	Ongoing
20	Review and adjust water utility rates to ensure water system's long-term sustainability	X						Commencing Soon
21	Continue to promote paperless billing and electronic payment enrollment, and the City's WaterSmart feature	X		X				Ongoing
Community Services								
22	Plan and implement re-opening of the recreation facilities following the lifting of shelter in place orders related to COVID-19	X					X	Ongoing
23	Evaluate opportunities for renewal and enhancement of the CRC's collaborative operating model with the YMCA of Silicon Valley	X						Ongoing
24	Identify and find new tenant for the former Gavilan College Building at the Community and Cultural Center.	X			X			In Process

City of Morgan Hill Strategic Priorities 2020-2021

New item

		Strategic Priorities 2020-2021						COVID Workplan Item
#	FY 2020-21 and FY 2021-22 Activity Goals	Fiscal Sustainability	Affordable Housing & Homelessness	Community Engagement & Messaging	Economic Development	Transportation	COVID	Status
25	Support ongoing coordination with MHOSC, the operator of the Outdoor Sports Center, and the team at the Aquatics Center to host regional sports events, while minimizing impact to the community	X			X			Ongoing
26	Continue to support the Friends of the Senior Center in growing the Senior Support Endowment Fund to ensure sustainability of Senior Center operations	X						Ongoing
27	Establish new solid waste management franchise agreement for Gilroy and Morgan Hill	X						In Process
28	Continue to monitor and adjust irrigation within City owned rights-of-way and median islands	X						Ongoing
29	Work with Santa Clara County and City of Gilroy on implementing all regulatory requirements as required by the State and Regional Board	X						In Process
30	Shift agriculture preservation strategy to deal with loss of contributions to the Agriculture Preservation and Open Space Fund, by focusing on regional partnerships and potential grant opportunities	X						Complete
31	Explore alternative models to open space weed abatement and fire protection	X						In Process
Fire								
32	Explore efficiencies in Fire Marshal program, and streamline annual business fire inspections and related billing	X						Complete
33	Seek out and apply for any COVID-19 related grant funding opportunities	X					X	Ongoing
Police & Information Technology								
34	Strengthen partnership with County mental health program and other faith-based organizations		X					Ongoing
35	Coordinate local response to COVID-19 emergency						X	Ongoing
36	Upgrade Council Chamber audio/video to include social media streaming			X				On Hold
37	Implement processes that enhance productivity and increase efficiencies such as helpdesk system, disaster recovery plan, remote assistance tools, and mobile device management system	X						Ongoing
Development Services								

City of Morgan Hill Strategic Priorities 2020-2021

New item

		Strategic Priorities 2020-2021						COVID Workplan Item
#	FY 2020-21 and FY 2021-22 Activity Goals	Fiscal Sustainability	Affordable Housing & Homelessness	Community Engagement & Messaging	Economic Development	Transportation	COVID	Status
38	Implement COVID-19 Economic Recovery Plan to include: Morgan Hill Ready Handbook, Morgan Hill Dine al Fresco, Morgan Hill Open for Business, Parklet Pilot Program, Buy Local Campaign, EDA CARES Act Grant, and other business retention activities	X		X	X		X	Ongoing
39	Establish a renewed PBID	X			X			Commencing Soon
40	Streamline encroachment permit and review process				X		X	Complete
41	Continue exercising discretion to ease enforcement of certain City regulations in order to encourage economic activity and to speed up recovery from the shelter in place orders				X		X	Ongoing
42	Create retail concentration strategy	X			X			In Process
43	Create industrial preservation policy	X			X			In Process
44	Telecommunications negotiations	X			X			Complete
45	Conduct community workshop series on Broadband services in Morgan Hill			X	X			Commencing Soon
46	Support Expansion of Healthcare Facilities				X			Ongoing
47	Advance work to streamline the housing application process due to SB330, AB1763 and other new housing laws		X					Complete
48	Update Housing Element for 2023-2031 and respond to RHNA Goals		X	X				Commencing Soon
49	Update Circulation, Infrastructure and Safety Element			X		X		Commencing Soon
50	Prepare Environmental Justice Element			X				Commencing Soon
51	Prepare LOS-VMT Model and policy guide					X		Commencing Soon
52	Continue to pursue HCD Grant Funding	X	X					Ongoing
53	Pursue methods to reduce plan check time and increase functionality, especially due to COVID-19 challenges				X		X	Ongoing
54	Continue various housing and homelessness initiatives: Safe Park Program, Inclement Weather Shelter Program		X					Ongoing
55	Respond to Governor's 2020 Homelessness Initiatives and advocate for direct local dollars		X					Ongoing
56	Continue to monitor and preserve the City's Below Market Rate portfolio in partnership with HouseKeys		X					Ongoing

City of Morgan Hill Strategic Priorities 2020-2021

New item

		Strategic Priorities 2020-2021						COVID Workplan Item
#	FY 2020-21 and FY 2021-22 Activity Goals		Fiscal Sustainability	Affordable Housing & Homelessness	Community Engagement & Messaging	Economic Development	Transportation	COVID
57	Collaborate with County, Destination Home and Gilroy to seek dedicated South County case workers		X					
Engineering and Utilities								
58	Continue participation in VTA activities to facilitate compliance with CMP					X		
59	Collaborate with City of Gilroy to develop formal South County Transportation Corridor Agenda					X		
60	Coordinate on Water and Wastewater Master Plans and the Transportation Element of General Plan	X				X		
61	Support Elected Officials on advocacy with VTA, Caltrain, 101 expansion and electrification of commuter rail in South County					X		
62	Coordinate and streamline the integration of engineering services for the City with the Capital Improvement and Land Development Engineering Divisions to support overall cost savings.	X						
63	Update Street and Sidewalk Development code	X						
64	Issuance of wastewater bonds to fund the existing and expanded wastewater infrastructure repairs and enhancements	X						
65	Implement the approved Capital Improvement Program	X				X		

Status

Ongoing
Ongoing
Ongoing
Commencing Soon
Ongoing
Ongoing
Commencing Soon
Complete
In Process

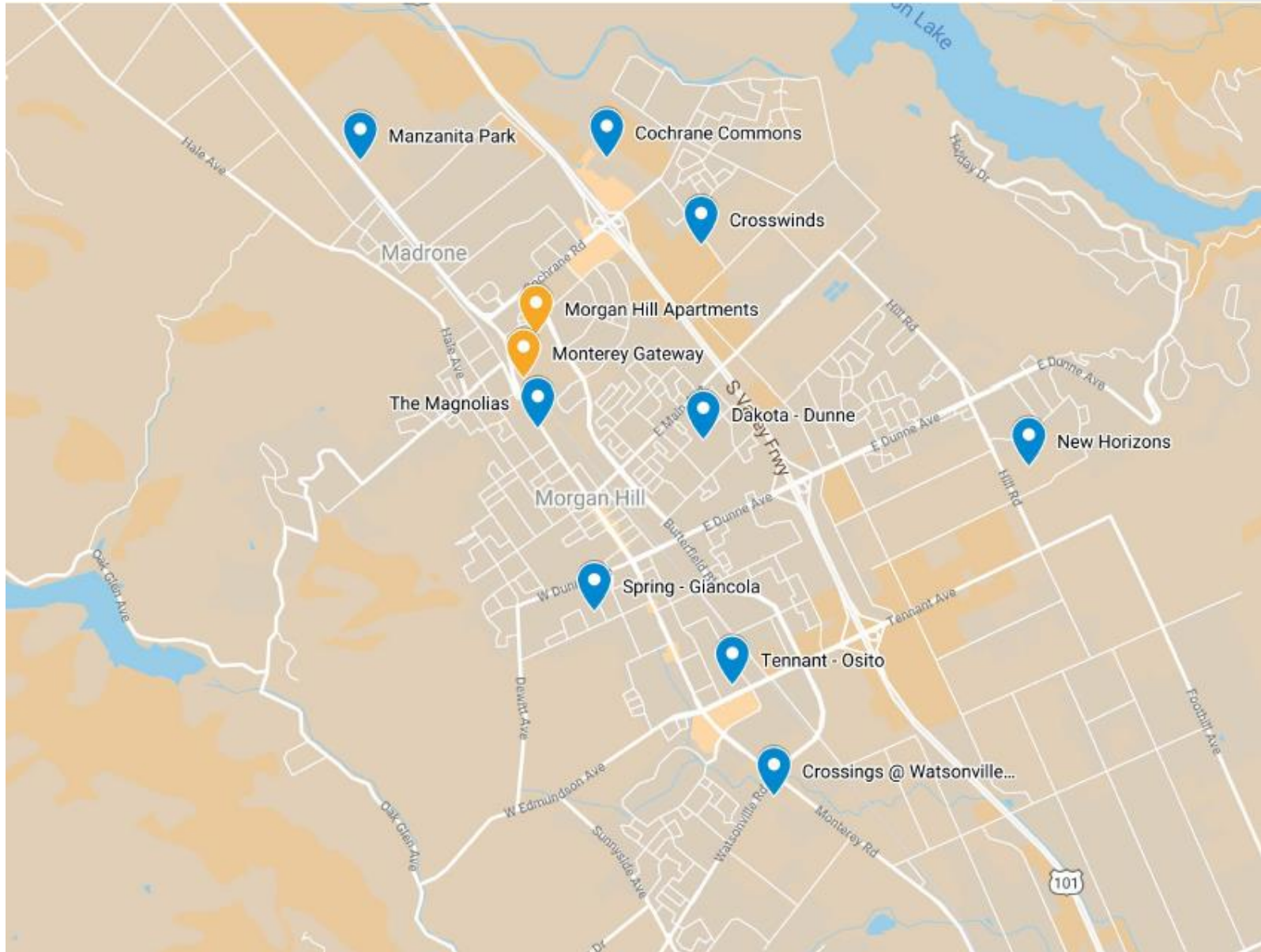
Significant Project Updates



Housing Projects Underway

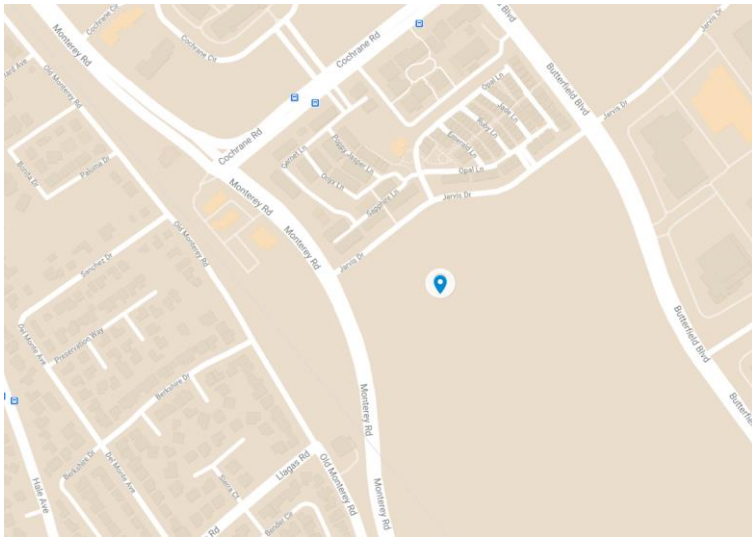


Housing Projects



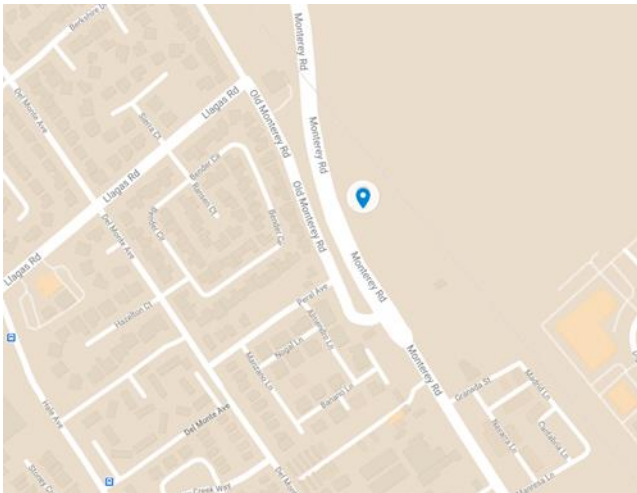
Morgan Hill Apartments (Braddock and Logan)

- 389 Apartments, including 78 very low-income
- Design Permit approved, grading underway
- <http://www.morgan-hill.ca.gov/1959/Morgan-Hill-Apartments>



Monterey Gateway (City Ventures)

- 101 Townhomes
- Design Permit approved
- Building Permits submitted
- <http://www.morgan-hill.ca.gov/1978/Monterey---City-Ventures>



Housing Projects Submitted or Pending



Monterey-Madrone (Jemcor)

- 249 units - 100% Affordable - SB330
- Application Submitted
- <http://www.morgan-hill.ca.gov/2096/Monterey-Madrone-Affordable-Housing-Deve>



Crossings at Watsonville Road (UHC)

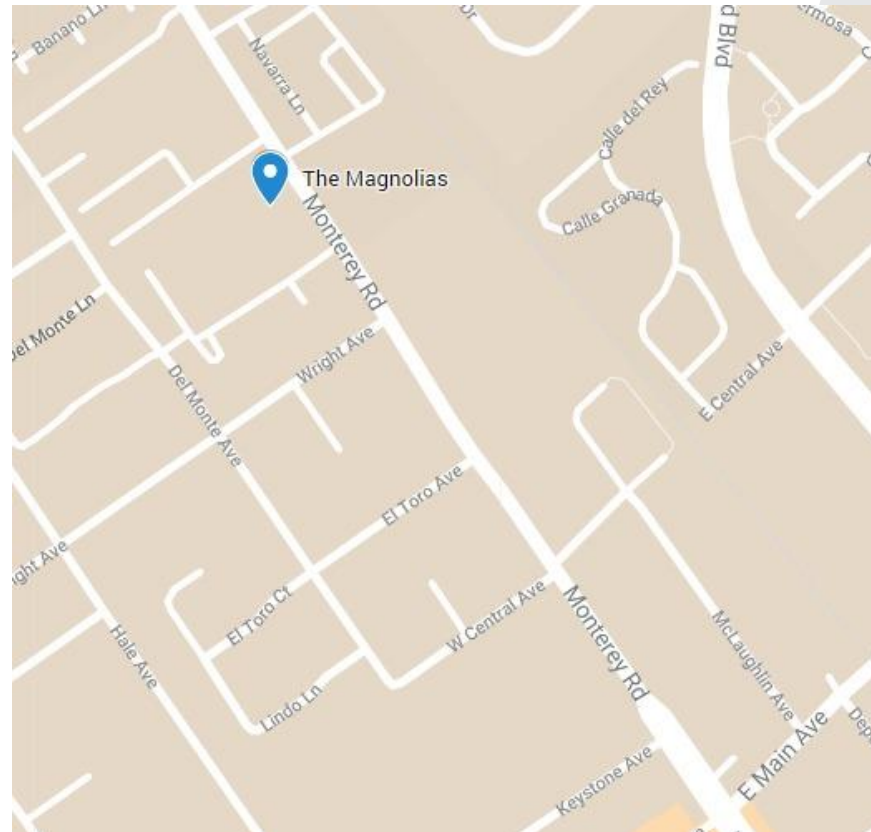
- 73 units - 100% Affordable - SB330
- Application Submitted
- <http://www.morgan-hill.ca.gov/2082/Watsonville-Hordness-Crossings-at-Monter>



The Magnolias

(First Community Housing)

- 66 units - 100% Affordable - SB330
- Application Pending



Monterey-Manzanita Park (Dividend)

- 67 units
- Application Submitted
- <http://www.morgan-hill.ca.gov/2074/Manzanita-Park>



Morgan Hill Senior Housing (Beacon)

- 82 units - low-income senior apartments
- Design Permit Approved
- Building Permit under review
- <http://www.morgan-hill.ca.gov/2016/Morgan-Hill-Senior-Housing>



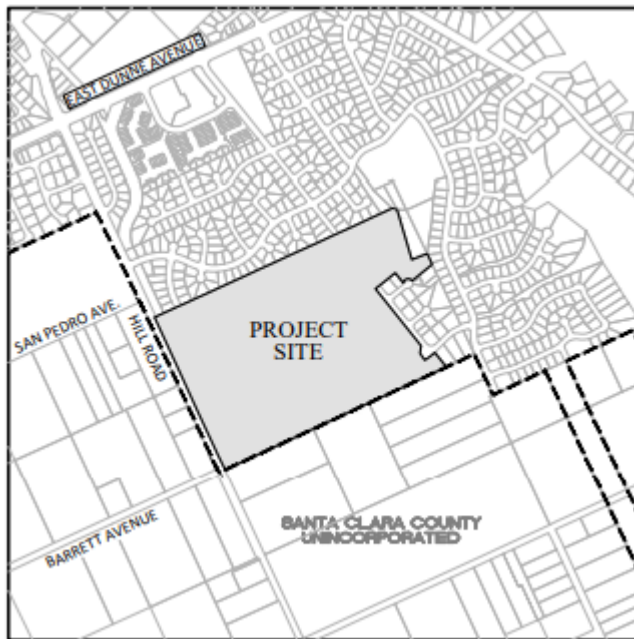
Crosswinds (Dividend)

- 269 units
- Environmental scoping underway
- <http://www.morgan-hill.ca.gov/2042/Half-Dividend-Crosswinds-Residential-Dev>



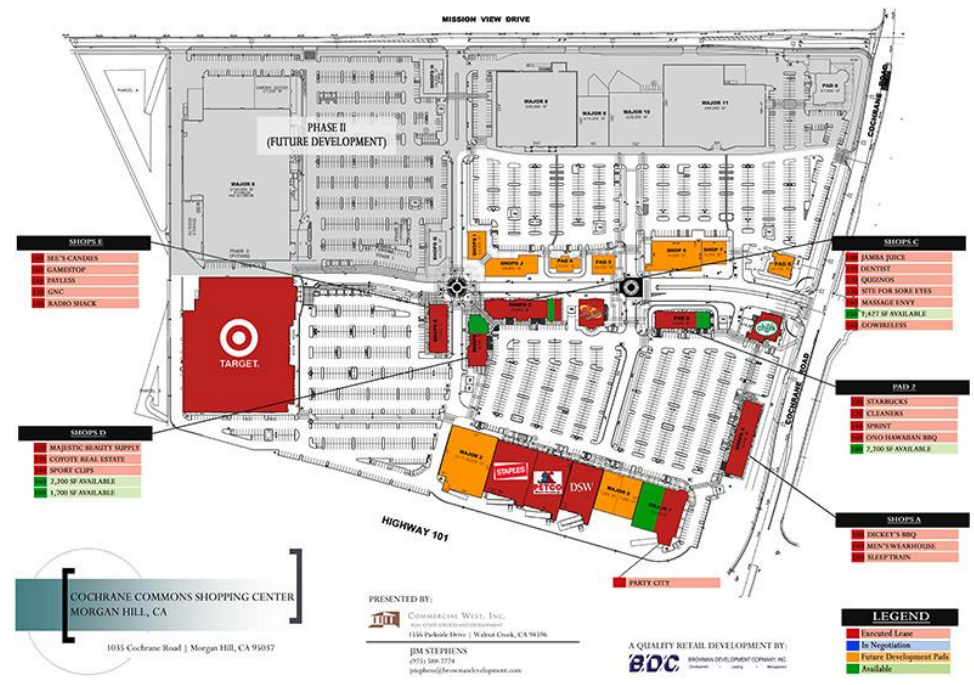
New Horizons (Morgan Hill Devco)

- Proposed General Plan & Zoning amendments
- Environmental scoping underway
- <http://www.morgan-hill.ca.gov/2041/Hill---Morgan-Hill-Devco-LLC>



Cochrane Shopping Center (Browman Development)

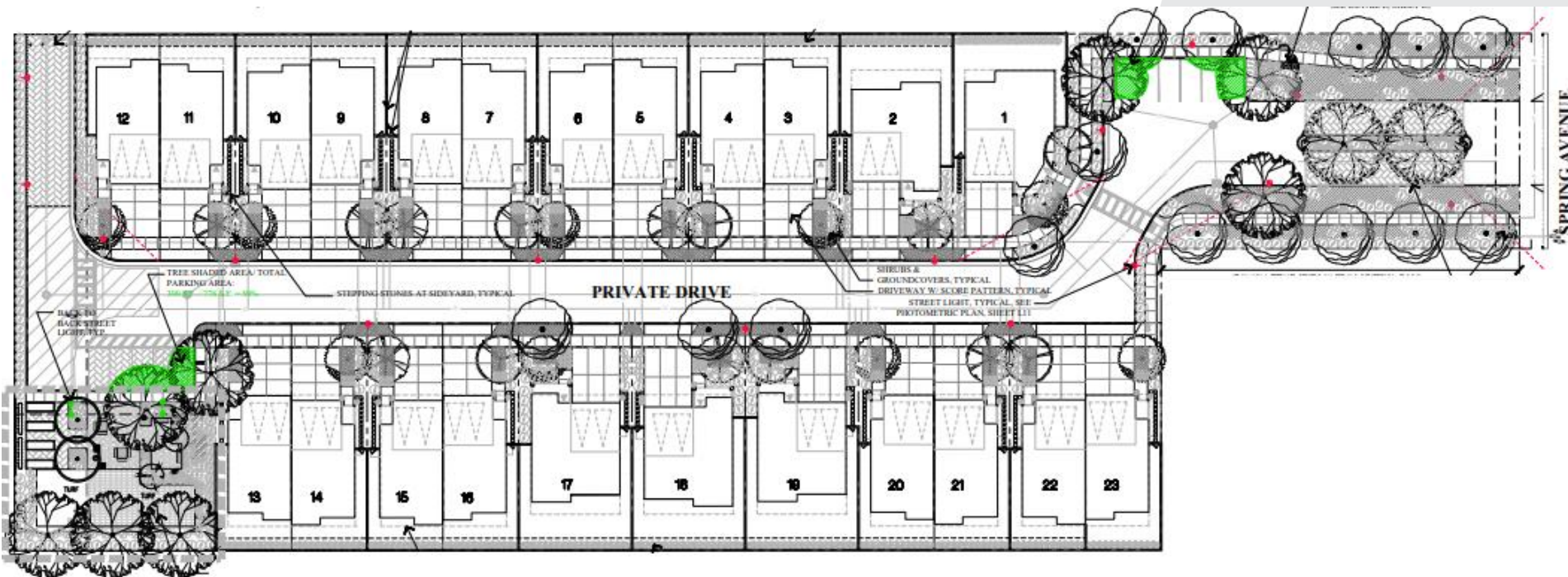
- +/- units as part of Planned Development Amendment for Phase 2
- Revised Application pending
- Environmental Review scoping underway



• <http://www.morgan-hill.ca.gov/2069/Cochrane-Commons>

Spring - Giancola

- 23 units
- Application Submitted



Tennant - Osito

- 16 units
- Application Submitted
- <http://www.morgan-hill.ca.gov/2066/Tennant-Osito>



Other Housing Projects



Dakota-Dunne – 4 units

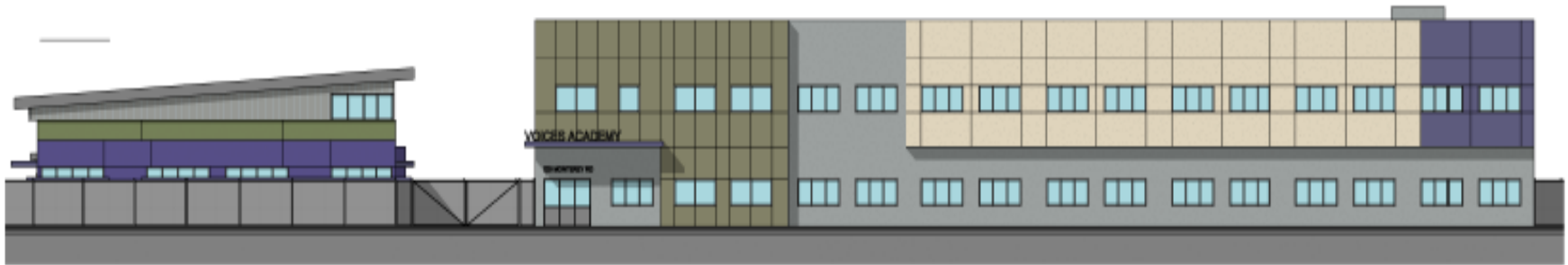
- Application pending

Projects Currently Processing



Voices Charter School

- Approved Conditional Use Permit
- Approved Design Permit
- Building Permit issued
- Modular Construction
- <http://www.morgan-hill.ca.gov/1962/Voices-Charter-School>



DePaul Center

De Paul Health Center opened December 2020 to treat non-acute step-down patients during the current Covid-19 surge.



Morgan Hill Technology Park

- Project Withdrawn
- 60 acres of Commercial & Industrial
- Zoning & General Plan Amendments
- 1.1M SF of Industrial Development with 3+ acres of commercial
- <http://www.morgan-hill.ca.gov/1966/Morgan-Hill-Technology-Park>



Golden State Assembly Expansion



- 40K SF
- Manufacturing, warehouse, and distribution
- Grading completed, finalizing building permits



Butterfield Technology Park



- 600K SF Industrial Park
- Sutter Blvd expansion under construction
- Site grading underway
- Five (5) industrial buildings totaling 410K SF
- Design Permit approved
- <http://www.morgan-hill.ca.gov/2087/Butterfield-Technology-Park>



Techcon

- 45,000 SF R&D, manufacturing and office facility
- Approved Design Permit
- Building permit processing
- <http://www.morgan-hill.ca.gov/1963/Cochrane-Monument-Land-Co-Techcon>



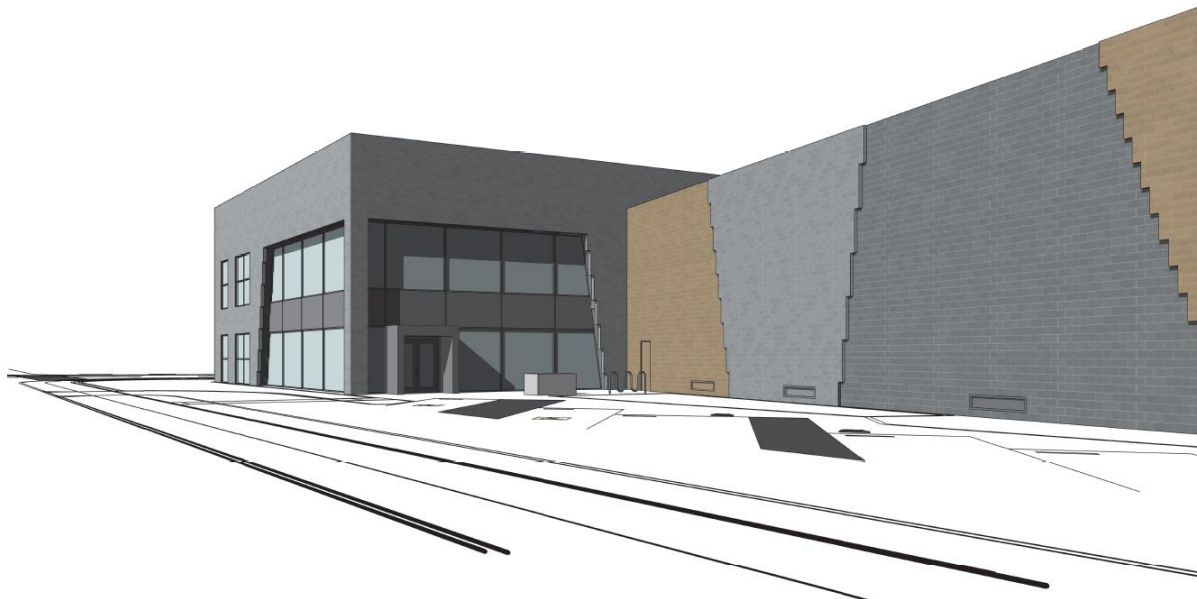
Lillian Commons

- Proposal includes a 55-bed hospital, a 10,000 SF medical office building, a 4,000 SF urgent care facility, 10,000 SF of retail space, open space and up to 150 multifamily units
- PC Reviewed September/October
- City Council approved December 2020
- <http://www.morgan-hill.ca.gov/1961/Lillian-Commons>



Level 10 Construction

- 79K SF Office and Warehouse building
- Approved Design permit
- Demolition Permit issued for existing building
- Building permit under review
- <http://www.morgan-hill.ca.gov/2055/Railroad-Level-10-Construction>



New Auto Dealership

- Temporary Use Permit approved
- Building Permit issued for Temporary site
- Installation of modular buildings underway



Railroad - Goyal

- 22.4K SF
- 2 Industrial buildings
- Approved Conditional Use Permit
- Approved Design Permit
- Building permit under review
- <http://www.morgan-hill.ca.gov/2018/Railroad---Goyal>



Downtown Gallery – W. 2nd St.



- Approved Design Permit
- 2-story Gallery



Cochrane Commons Shopping Center Phase II

- Re-positioning as “lifestyle” center
(formerly approved for 500,000 retail/multi-screen theater)
- Partially Rezoned in 2014 to Mixed-use Flex
- Planned Development Amendment proposed for new commercial and 260 apartments
- Environmental Review scoping underway



• <http://www.morgan-hill.ca.gov/2069/Cochrane-Commons>

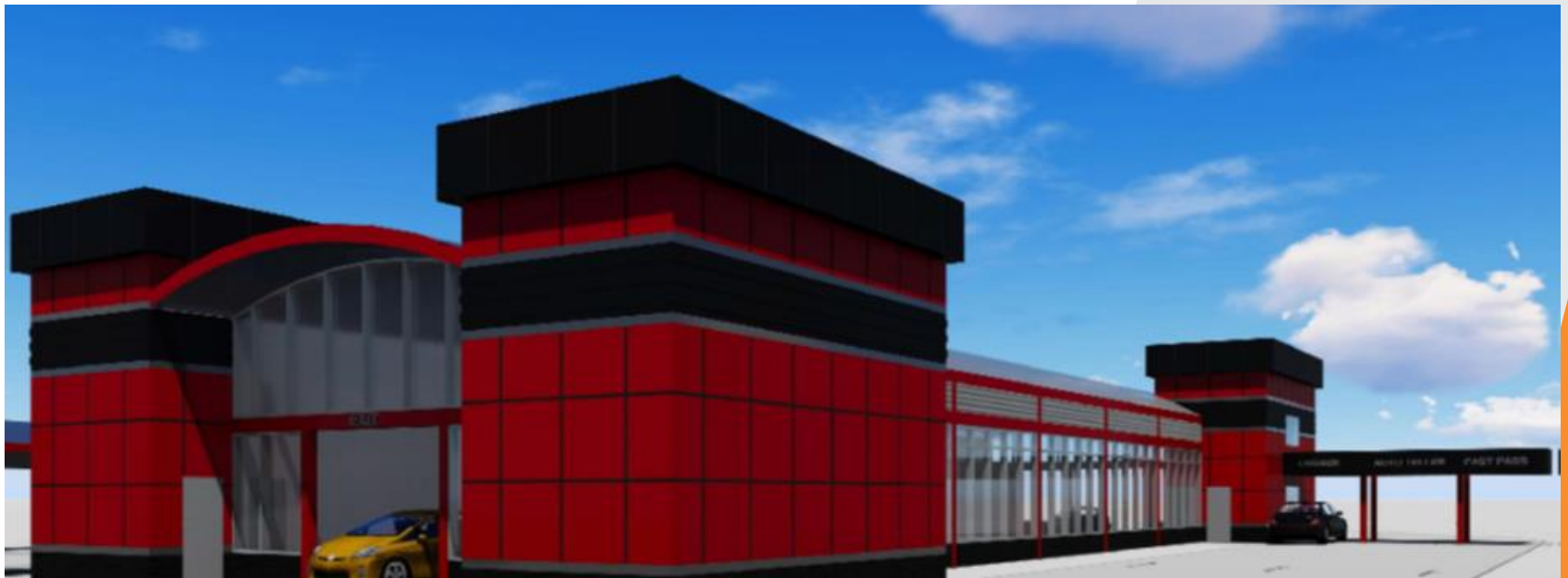
Depot-Latala/The Lumber Yard

- Approved Design permit
- Final street improvement design underway



Zip Thru Car Wash

- Approved Design permit
- Approved Conditional Use Permit
- Building permit processing



Coming Soon...



- Revised Trammell Crow project at DePaul and Half Road – Redwood Tech 101
- Airstream dealership on Condit
- Redeveloped World Oil site at Monterey and San Pedro

Projects Under Construction



Shoe Palace Expansion

- 503K SF
- Headquarters, Office, Warehouse & Distribution
- Shell construction complete, landscaping complete, tenant improvements underway
- <http://www.morgan-hill.ca.gov/1960/Shoe-Palace>



Granada Hotel and Market Hall



- 60-Room Boutique Hotel, Market Hall, Spa
- Phase I concrete construction complete
- Phase II framing last 2 floors of construction delayed by COVID 19



Silicon Valley Glass Relocation

- 31K SF new industrial building
- Under construction



Applied Motion Products

- 24K SF Phase I
- Office, R&D, Manufacturing and Assembly
- Under construction



Carpenters Training Center Expansion

- 55K SF Training facility
- Under construction



Evergreen Village Shopping Center



- 20-Acre Commercial Development
- Hotel, Gas Station, Skilled Nursing approved
- Entitlements processing for retail/food
- Developer working with potential future tenants
- Off site improvements completed
- <http://www.morgan-hill.ca.gov/2068/Evergreen-Village>



Recently Completed Projects



Sunsweet Mixed-Use Project

- 83-market rate apartments
- 8K SF of retail
- Construction complete, leasing underway



Depot Station Mixed-Use Project



- 29 Housing Units and 8K SF of Retail Condominiums
- Construction complete



Granary Expansion

- 5K SF Retail space
- Construction complete



Ceballos Construction

- 17K SF Industrial Building
- Construction complete



City Council Follow-up/Future Business Items

<u>January 20, 2021</u>		
<u>Future Business Items</u>		<u>Teammate</u>
Martinez Beltran asked that Climate Action Efforts be included in the Goal Setting Workshop		Eulo Goal Setting
Martinez Beltran asked that a statement come before the Council talking about the January 6, 2021 assault on our Capitol and the commitment of equity, diversity, and open democratic process and practices		Turner 2/3/21
Borgioli requested a discussion and action plan around bicycle speeds on walking paths		Palsgrove/Ghione
Borgioli requested a discussion on the zoning code		Carman 2/3/21
<u>December 16, 2020</u>		
<u>Future Business Items</u>		<u>Teammate</u>
Spring requested a conversation on Downtown parking (paused until end of COVID)		Ramirez
<u>December 2, 2020</u>		
<u>Future Business Items</u>		<u>Teammate</u>
Spring – Asked for community discussion on internet and broadband		Eulo workshops 2/24, 3/24, 4/28
Carr – Report back annually on the acceptance of public improvements by the City Engineer		Ghione January 2022
<u>November 18, 2020</u>		
<u>Follow up items</u>		<u>Teammate</u>
3. Campaign Contribution Limits	Martinez Beltran - bring back discussion regarding campaign contribution and personal loan limits	Bigelow Goal Setting
<u>Future Business Items</u>		<u>Teammate</u>
Martinez Beltran would like a discussion regarding equity.		Turner
Martinez Beltran would like a discussion regarding RFP criteria specific to women owned and minority owned businesses		Eulo Memo
<u>November 4, 2020</u>		
<u>Follow up items</u>		<u>Teammate</u>
8. Fire Follow-up	Spring - requested information regarding the SCU Lightning Complex Fire impacts to wildlife	Hess Goal Setting
<u>October 28, 2020</u>		
<u>Follow up items</u>		<u>Teammate</u>
1. Industrial Ordinance	Bring back a workshop to have in-depth discussion about industrial land uses, dock doors, etc.	Carman 2/3/21
<u>October 21, 2020</u>		
<u>Follow up items</u>		<u>Teammate</u>
11. Tree Maintenance Award	McKay/Carr - Review opportunity to include local preference and other criteria in RFP scoring (will be combined with RFP item above)	Eulo Memo
16. non profit inclusivity	Spring - annual report on what organizations are doing to be inclusive	Ghione - annual non-profit reports September 2021
<u>June 17, 2020</u>		
<u>Follow up items</u>		<u>Teammate</u>
8. Fee Freeze Agreement	Annual review of Fee Freeze Program Guidelines	Lang Fall 2021
<u>March 4, 2020</u>		
<u>Future Business Items</u>		<u>Teammate</u>
Martinez Beltran asked that staff look into recycled water (will address with Urban Water Management Update)		Ghione/Eulo Summer 2021
Provide quarterly update on housing applications		Carman Spring 2021
McKay asked for a Council Policy and/or discussion regarding announcements		Bigelow Goal Setting

<u>October 23, 2019</u>		
<u>Future Business Items</u>		<u>Teammate</u>
Spring asked for a conversation about how our City will look in the future as a "Smart City"		Lang Summer 2021
Council Member Martinez Beltran asked staff to look into Mobile Cancer Screenings (paused until COVID ends)		Larkin Memo
<u>October 2, 2019</u>		
<u>Follow up items</u>		<u>Teammate</u>
5. Depot-Latala	Follow up on CCC Parking Enforcement (will coordinate with Lumber Yard Development Project)	Ghione Memo
<u>September 18, 2019</u>		
<u>Follow up items</u>		<u>Teammate</u>
10. Use of Herbicides	Report back to Council and incorporate options into the budget	Dapp/Ghione Fall 2021
11. Citywide Traffic	Traffic workshop/Vision Zero	Ghione Spring 2021
12. GIS Strategic Plan	Spring asked that staff report back to Council in a year to see if we have accomplished what we hoped	Van der Leeden Spring 2021
<u>March 6, 2019</u>		
<u>Follow up items</u>		<u>Teammate</u>
5. Downtown Special Events Update	Bring this item back to Council as the residential projects on 3rd street near completion (paused until COVID ends and events resume)	Martin Memo

From: D. Muirhead
To: [CC Public Comment](#)
Subject: comments City Council Goal Setting Workshop
Date: Friday, January 29, 2021 6:35:05 PM

Dear Morgan Hill City Council,

A few forward-looking comments on items to be addressed on
Saturday, January 30, 2021 9AM-5PM
and a few retroactive comments from your session on
Friday, January 29, 2021 1PM-5PM

----- Sat -----

5.2 Funding Priorities for Local Government

* Funding for Municipal Services - RDCS Funding Losses

- Pedestrian Safety and Infrastructure Repair/Replace Funding
- Programs will eventually go away.

Question: so what actions are you going to take with respect to the City policy documents on Vision Zero and Age-Friendly City?

* Other Services Funded from the General Fund

- Recreation Non-Cost Recovery (Senior Center)
- Reduced Funding

Question: what actions are the City taking to respond to demographic changes (aging population)? This is also an Age-Friendly City issue.

8.2 Police Update

2021 Priorities

- Reimagining policing in our community

21st Century Policing

- Pillar One: Building Trust and Legitimacy.
- Pillar Two: Policy and Oversight.
- Policy Manual on website

Comment: no community role in policy development or implementation and tracking

- Pillar Three: Technology and Social Media.
- Pillar Four: Community Policing and Crime Reduction.
- Pillar Five: Officer Training and Education.
- Pillar Six: Officer Safety and Wellness.

Comment: There are some activities for Pillar 1 & 2, none for Pillar 3-6. None have When nor Priority.

9.1 City Communications and Engagement

Missing from City Communications Channels are

- * Council and Commission meetings

- * Channel 17

Comment: I agree with Rene that City communication is more outreach than engagement. Does the City still think cost/benefit favors large group (high-level) over small group (detail)?

----- Fri -----

1.4. Review 2020 Accomplishments;

Accomplishments (opportunities) should also have included challenges:

A staff member addressing recent PRC meeting noted being short-handed so services slower;

At City/School liaison, PD mentioned 6 vacant and 6 restricted (28% down)

[this is mentioned in Police Update 2020 Staffing Levels]

2.1 Summary of Council Member Interviews

I would have liked summaries of interview comments from each Council member included in the packet.

Also a brief recap of what are the most important issues to each member.

Also preferred communication style: direct, considerate, spirited, systematic [characteristics and trouble spots from managementpartners.com]

2.2 City Council Norms

4 members had this discussion last year. So what has changed as a result?

2.3 City Council Policy Considerations

What is the Council position on purpose of your meetings:

are they just your business meetings or are they also for including the public in the governance of the City?

3.2 Review of 2020-2021 Strategic Priorities Workplan

Status of "In Progress" and "Ongoing" gives no sense of priority nor of anticipated nor achieved deliverables. [This is my standard complaint that you do not follow standard project management of priority/what/how/when]

And for extra credit, how often did each item appear on a Council agenda in the previous year? I objected to Activity "Goals" during budget hearing.

Thank you for your consideration, Doug Muirhead, Morgan Hill

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From: Josie Gaillard
To: [CC Public Comment](#)
Subject: Climate Action in Morgan Hill
Date: Friday, January 29, 2021 11:43:54 PM
Attachments: [FINAL 2030 CAP Adopted July 2020.pdf](#)

Dear Mayor Constantine, Mayor Pro Tem McKay and Council Members Borgioli, Martinez Beltran and Spring,

I commend you on considering climate action during your Goal Setting Workshop tomorrow. As you are aware, climate change poses a serious threat to humanity and the sooner we act, the better. Generations from now, children will ask what those of us in leadership did to stop climate change.

Your bold step in 2019 to ban natural gas in new construction demonstrates your commitment to tackling climate change and establishes Morgan Hill as a climate leader. As you set your goals for this year, I hope you will consider adopting a comprehensive Climate Action Plan (CAP) to guide your actions moving forward.

I realize that many city budgets have been hard hit by COVID; however, I know from firsthand experience that it is possible to draft a CAP on a tight budget. I know that because I helped draft Menlo Park's CAP, which you will find attached.

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When it became clear in late 2019 that our City staff in Menlo Park was stretched too thin to update our CAP, I volunteered along with other residents to help draft our CAP. After making minor revisions, staff presented the CAP to Council who then adopted the plan in July 2020.

Because Menlo Park did not hire consultants to write our CAP, all of the work we did is open for other cities to use and I would encourage you to do so. Should anyone on your staff or Council wish to discuss details of Menlo Park's CAP, I would be happy to arrange a meeting.

Finally I deeply appreciate your leadership to date on climate and look forward to your continued success.

Kind regards,
Josie Gaillard

2030 CLIMATE ACTION PLAN

Prepared by the Environmental Quality Commission

Adopted by City Council July 2020 (Resolution No.6575)



A 2030 PLAN TO ELIMINATE CARBON EMISSIONS &
PROTECT OUR COMMUNITY FROM CLIMATE CHANGE

JUNE 2020

Contacts

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INTRODUCTION

Menlo Park is uniquely threatened by climate change and uniquely positioned to tackle it.

Menlo Park's location on the shore of San Francisco Bay places approximately \$1.3 billion¹ of property in our Belle Haven neighborhood at risk of flooding from climate change by as early as 2070.² While it is impossible for Menlo Park alone to halt the global sea level rise that threatens our city, bold climate leadership on our part is perhaps our only hope of keeping sea level below the height of an "affordable" sea wall. The San Francisco Bay Joint Powers Authority estimated in a 2016 feasibility study that a combination of levees and sea walls built along the shoreline of Menlo Park and East Palo Alto to address just three feet of sea level rise would cost approximately \$100 million.³

If we do not provide visible and inspiring leadership on climate and global greenhouse gas emissions continue rising at their current rate, no sea wall or levee will save the portion of our city between Route 101 and the Bay. That land, which includes a disproportionate percentage of our city's low income residents and residents of color, will be inundated and residents and businesses will have to permanently relocate. On the other hand, if we take a leadership position and our bold climate action inspires rapid and far reaching climate action by other cities, we may be able to save our Belle Haven neighborhood with a combination of sea walls and levees.

The good news is that if there is any city well positioned to lead on climate action, it is Menlo Park. Located in Silicon Valley, our residents and leaders embrace innovation. Our county (San Mateo) is one of the wealthiest in the country,⁴



Source: <http://data.pointblue.org/apps/ocof/cms/index.php?page=flood-map>

YEAR: 2070-2100
the Bay is projected to rise 3.3 feet

which means we have the financial resources to tackle the issue of climate change head on. Analysis conducted by members of the Environmental Quality Commission's Climate Action Plan subcommittee shows that every dollar spent now by the City on bold climate action can be expected to save City residents \$100 in future adaptation costs⁵ addressing sea level rise alone, not to mention the healthcare costs associated with treating ailments caused by air pollution (see "Natural Gas Phase Out" section below).

Finally, our City Council and staff have already demonstrated a capacity for leadership by passing an innovative all-electric Reach Code that virtually eliminates natural gas from new buildings. At last count, 15 other California cities had adopted a "Menlo Park style" all electric Reach Code for new buildings, proving that courageous action on climate does in fact inspire others to follow.

¹ According to [County of San Mateo Sea Level Rise Vulnerability Assessment](#) p. 139, sea level rise of 3.3 feet will inundate Menlo Park real estate valued at \$1.288 billion and a rise of 6.6 feet will inundate \$1.621 billion in real estate.

² Griggs, G, Árvai, J, Cayan, D, DeConto, R, Fox, J, Fricker, HA, Kopp, RE, Tebaldi, C, Whiteman, EA (California Ocean Protection Council Science Advisory Team Working Group), [Rising Seas in California: An Update on Sea-Level Rise Science, California Ocean Science Trust, April 2017](#). Ranges shown are from the median (50th percentile) to the extreme (99.9th percentile) range of the projections.

³ [Public Draft Feasibility Report, SAFER Bay Project, Strategy to Advance Flood protection, Ecosystems and Recreation along San Francisco Bay, East Palo Alto and Menlo Park](#), October 2016, p. 37.

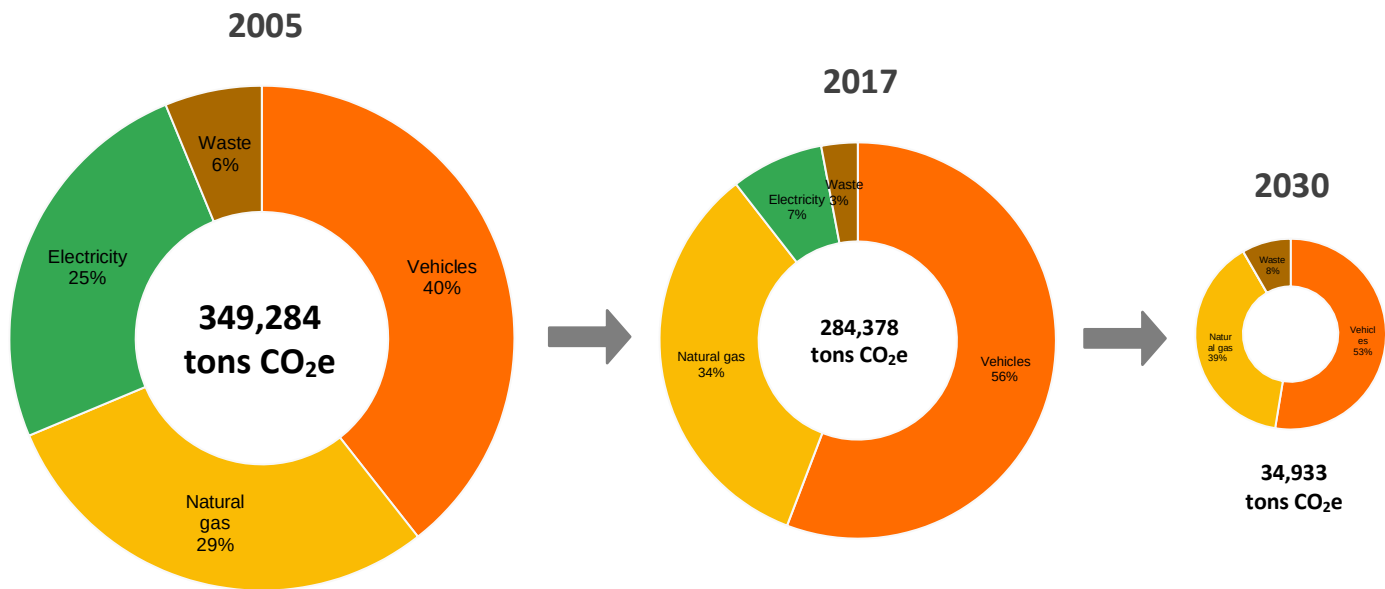
⁴ https://en.m.wikipedia.org/wiki/List_of_highest-income_counties_in_the_United_States

⁵ Supporting analysis available in PDF format in Appendix C and in Excel format upon request

ZERO CARBON BY 2030

In order to address the significant threat to Menlo Park posed by climate change, the City Council adopted a bold climate goal of zero carbon by 2030. This will be achieved through a 90% reduction in carbon dioxide equivalent emissions (CO₂e) from 2005 levels, and elimination of the remaining 10% of CO₂e through direct carbon removal measures.

An inventory of greenhouse gas emissions conducted in December 2019 revealed that emissions in Menlo Park fell from 349,284 tons in 2005 to 284,378 tons of CO₂e in 2017, a reduction of 19%. The aim of this plan will be to reduce community-wide emissions by another 71% for a total reduction of 90% from 2005 emissions, leaving just 34,933 tons of CO₂e per year by 2030.



Menlo Park Community Greenhouse Gas Emissions (metric tons of CO ₂ e)			
	2005	2017	2030
Vehicles	137,628	158,686	18,373
Natural gas	102,295	95,742	13,656
Electricity	87,617	21,528	-
Waste	21,745	8,424	2,903
Total Emissions	349,285	284,380	34,933

OPTIONS FOR ACTION

In order to achieve a goal of “Zero emissions by 2030,” Menlo Park must begin taking bold action immediately. Fortunately, the City has already decarbonized its electricity supply by joining with other cities in the County to create a joint powers authority (Peninsula Clean Energy) that sources power mainly from renewables and hydropower. This creates a clean energy stepping stone from which to decarbonize the rest of the City’s economy.

Our next step is to decarbonize all of our buildings and transportation. In an ideal world with more time, the City’s climate goals could be achieved simply by unleashing the power of free enterprise and relying on markets and educated consumers to transform our fossil-fuel dependent economy to one that stops emitting greenhouse gases in time to avert catastrophic climate change. Members of the Climate Action Plan (CAP) subcommittee of the Environmental Quality Commission (EQC), who prepared this plan, certainly would prefer this type of approach, as it limits the role of government and would reduce the likely opposition from some interest groups. However, no matter how carefully the subcommittee considered various incentive- and education-based laissez-faire approaches, none of them appears able to solve the climate problem in time to avert catastrophic change to our daily lives. In fact, the less action the City takes now, the costlier the government intervention will be later to deal with the resulting climate disasters.

The key reasons that market approaches alone cannot solve climate change are three-fold:

- 1) markets are currently distorted by the absence of accurate pricing for key externalities, such as the right to dump harmful greenhouse gas emissions into the atmosphere, which today is virtually free to any person or business who wishes to do it, leaving the rest of us bear the ever increasing cost,
- 2) powerful political interest groups such as the fossil fuel industry have successfully spread enough disinformation about climate change that Americans significantly underestimate the problem and therefore

underestimate the actions that must be taken to address it, and

- 3) polluting devices last far too long once installed and we simply do not have enough time for the typical market signals to trickle down to those who determine product offerings and today offer environmentally obsolete products to customers.

Just as the US government stepped in forcefully after the bombing of Pearl Harbor to require that much of America’s free market economy be transformed to support the war effort, so too must the government now step in forcefully and confidently to lead the American public away from the brink of climate disaster.

Thankfully, the actions required of every American citizen to forcefully combat climate change are much less onerous than the food rations or military conscription imposed on World War II-era Americans. We are fortunate that a robust private sector has already provided every technological solution and innovation necessary to almost completely retire fossil fuels as an energy source in America today.

PERSONAL ACTION

Below is a list of the personal actions that, if every citizen took them, would halt global warming in its tracks:

- Retire all gas vehicles immediately and replace them with electric vehicles, bikes, transit or another form of non-fossil transport
- Replace every gas appliance in a home (including furnace, water heater and stove) with an efficient electric version
- Power every home and car with 100% renewable electricity, either by installing solar panels or purchasing renewable energy from one’s utility
- Consider the greenhouse gas emissions associated with every purchase decision and choose “low-carbon” products and services whenever possible

- Reduce weekly consumption of meat and animal products, a move which has significant ancillary health benefits.

GOVERNMENT ACTION

At the local government level, climate action must focus on eliminating the use of two categories of fossil fuels: 1) gasoline and diesel fuel in vehicles, and 2) natural gas in home appliances. Given the 25-year expected life of a typical gas furnace, it is critical for the City to begin prohibiting the installation of new replacement gas furnaces and water heaters as soon as possible.

In considering the wide-reaching actions and change required to meet the City's proposed climate goals, researchers reviewed dozens of approaches employed by cities all over the world, including:

- A "5-minute city" approach to zoning implemented in Copenhagen, Denmark that drastically reduced vehicle miles traveled (VMT) and made the city more walkable
- A carbon fee on buildings recently implemented in New York City
- An announced plan to end the flow of natural gas in the City of Arcata, California and now being considered by Palo Alto.

After months of weighing each of the dozens of approaches, the CAP subcommittee identified three basic options for action: 1) a Bold Plan with 22 actions to be implemented over one year, 2) a Moderate Plan with 76 actions to be implemented over three years and 3) a Go Slow Plan with no specific actions other than to follow evolving state rules.

PLAN CHANGES DUE TO COVID-19 PANDEMIC

Shortly after the CAP subcommittee fleshed out the three different approaches to climate action described above, the world was gripped by the global pandemic of COVID-19. The pandemic has

significantly affected the context in which this plan is presented, namely:

- The time and attention of City Council and staff has understandably shifted almost entirely to managing the health risks and economic consequences of the pandemic
- Almost overnight, the country has gone from enjoying robust economic growth to experiencing one of the starkest economic recessions in US history
- Due to the economic recession, the City's budget has shrunk dramatically, with a 2020-21 shortfall of \$12.7 million
- Layoffs of dozens of City staff as a result of the City's budget shortfall
- City commissions, including the Environmental Quality Commission (EQC), unable to meet for 4 months, which means the CAP subcommittee has been delayed in vetting the CAP with the EQC

Despite disrupted City operations, the CAP subcommittee continued refining the Climate Action Plan and vetting it with the City Council's CAP subcommittee (distinct from the EQC's CAP subcommittee) to receive their input on what might be politically viable in Menlo Park. The result of that continued work is a significantly pared down plan, presented below. While the CAP subcommittee still believes that the original Bold or Moderate Plans (presented in Appendix B), with their 22 and 76 actions respectively, are in fact what the Climate Crisis requires, we have decided to propose a significantly pared down plan, with the thought that some action is better than no action. This plan includes only the highest impact actions. This does not mean it is the best plan. It means it is only a good subset of the best plan and future efforts should be made to expand it as our ability and the wisdom of doing so becomes ever more apparent.

THE PLAN

Action	#	Description	2030 GHG Reduction (tons/yr)	Estimated Initial Investment for FY 2020-2021
Explore policy/program options to convert 95% of existing buildings to all-electric by 2030	1	Two basic options: 1) Announce the “end of flow” of natural gas in the City by 2030 OR 2) Enact a “burn-out ordinance” requiring that when gas appliances expire, they must be replaced by electric (preferably high efficiency heat pump) alternatives; phase in for large commercial, small commercial, residential; may require follow-on compliance ordinance as current permit compliance for residential gas appliances is low; will require follow-up “cash-for-clunkers” program to achieve 2030 goal; relies on PCE subsidies to reduce or eliminate cost differential; may require use of UUT funds to cover additional cost differential for low-income residents. Extend burnout ordinance to expiring air conditioners, to be replaced with heat pumps, eliminating need for separate gas heating.	1) 86,465* 2) 51,636*	\$195,000 to \$275,000 *Initial investment to hire contract staff (building official, legal aid, energy analyst) and provide policy options that would lead to adoption of a policy, ordinance, and/or program
Set citywide goal for increasing EVs and decreasing gasoline sales	2	Announce and promote goals of 1) making all new vehicles be electric by 2025 and 2) reducing gasoline sales each year by 10%, based on the total reported in 2018. Track progress on both goals publicly on an annual basis.	<7,120*	\$0-\$20,000 to influence regional agency to lead on behalf of the city
Expand access to EV charging for multifamily and commercial properties	3	Install or assist building owners in installing EV chargers throughout the City, siting them preferably where they will be used during daylight hours (when solar electricity is abundant on our grid) and also where residents of multi-family housing can access them. Current project to explore and evaluate policy options for existing multifamily properties.	7,370* <13,000* for multifamily	\$140,000 *Initial investment for contract analyst to evaluate multifamily properties
Reduce vehicle miles traveled (VMT) by 25% or an amount recommended by the Complete Streets Commission	4	Reduce VMT, especially by gasoline vehicles, through a two-pronged approach: 1) Change zoning to encourage higher density (esp. for housing) near transit 2) Make the City easier to navigate without a car by accelerating implementation of the Transportation Master Plan with an emphasis on developing a clear network of protected pedestrian/bike paths throughout town Current projects underway that help achieve this goal: SB2 Housing grant, Transportation Management Plan, Transportation Management Association, and implementation of new VMT guidelines for new development	31,743*	Explore in 2021 or 2022 after current and complimentary projects are completed
Eliminate the use of fossil fuels from municipal operations	5	Replace 100% of the following municipal assets with efficient electric substitutes for: 1) Gas pool heating equipment 2) Gas and diesel municipal fleet vehicles 3) Gas furnaces 4) Gas hot water heaters 5) Gas-powered gardening equipment	879*	Currently budgeted for end of life assets/appliances, and new community center/library
Develop a climate adaptation plan to protect the community from sea level rise and flooding	6	Develop a climate adaptation plan focused on protecting areas of the community vulnerable to sea level rise and flooding, as forecasted by the National Oceanic and Atmospheric Administration (NOAA) and California State agencies. Consider requiring developers to fund efforts to protect the community.	0	Flood and Sea Level Rise Resiliency District to Lead
		TOTAL (assumes option 2 is chosen in action #1)	98,748+	\$355,000 - \$435,000
*GHG emission reductions have been estimated and have not been verified				

You will notice that the plan, as presented, falls well short of the goal of reducing our greenhouse gas emissions by 249,447 tons/yr by 2030. In fact, the plan only addresses 40% of the sought-after reductions. This simplified 6-action plan is significantly scaled back from the more comprehensive plans envisioned before COVID-19 struck, a compromise the CAP subcommittee felt was warranted, given the City's projected budget short-falls. The CAP subcommittee hopes that market momentum in the EV sector will make a significant contribution to the reduction of Menlo Park's greenhouse gas emissions, an effect not accounted for here. **The Environmental Quality Commission expects the significantly truncated six-action plan presented above to be completed within one year and strongly advises City Council to revisit the original, more comprehensive plan in July 2021, so that as the economy improves, those actions can be reincorporated into the plan.**

NATURAL GAS PHASE OUT

Ending the use of natural gas has multiple benefits, including the avoidance of failures in gas system operations, such as the one that destroyed homes and caused death in Brookline, Massachusetts in 2018 and the one that did even greater harm in San Bruno, California in 2010.

The normal operation of gas appliances in buildings has also been found to cause indoor air pollution that would be illegal outdoors due to its negative health impacts, according to a recent study from UCLA.⁶ That study links chronic exposure to the NO₂ emitted from gas stoves to a range of health ailments, including: asthma, lung inflammation, increased risk of respiratory infection, lung and breast cancer and low birth weight in babies. Doctors in a January article in the New England Journal of Medicine wrote the following, "As physicians deeply concerned about climate change and pollution and their consequences, we consider expansion of the natural gas infrastructure to be a grave hazard to human health." They continued, "We also recommend that new residential or commercial gas hookups not be permitted, new gas

appliances be removed from the market, further gas exploration on federal lands be banned, and all new or planned construction of gas infrastructure be halted."⁷ It is therefore within the City's normal powers, which are aimed at protecting the health and safety of its citizens, to seriously consider announcing the "End of Flow" (EOF) of natural gas.

This is similar to an approach proposed in the City of Arcata, California whereby the City would explore and pass an ordinance that sets an end date, for example 7/4/2030, for the flow of natural gas to all gas customers within the City limits. This sets a date certain by which community members would want to make any needed electrification updates to their homes for water heating, cooking and space heating. The City could then either stand back and let community members educate themselves on choices that would work for them, or the City could be an active partner to interested citizens, perhaps leading a helpful bulk buying program for: water heaters, heat pump HVAC units, EV chargers and installation services, or performing other joint effort transformation activities. There is already a local model for city-led bulk buying called Sunshares, which performs bulk buying for home solar systems and electric vehicles. While the idea of city-led bulk buying may sound new and different at first, we should realize that the City of Menlo Park already performs bulk buying of commodities and services for its citizens and businesses, including water supply, public safety services, street tree maintenance, roads and sidewalks, etc.

SOURCES OF FUNDS

Some of the six proposed actions can most likely be implemented by existing staff with extra support from a contractor/consultants.

Other than the General Fund, there are two other potential sources of funds:

- 1) the \$400,000 presented in the 2020-21 Capital Improvement Plan (CIP) as earmarked for implementation of the Climate Action Plan and

⁶ UCLA Fielding School of Public Health, "Effects of Residential Gas Appliances on Indoor and Outdoor Air Quality and Public Health in California," April 2020, <https://coeh.ph.ucla.edu/effects-residential-gas-appliances-indoor-and-outdoor-air-quality-and-public-health-california>

⁷ [New England Journal of Medicine](https://www.nejm.org/doi/full/10.1056/NEJMp1913663), "The False Promise of Natural Gas," Philip J. Landrigan, M.D., Howard Frumkin, M.D., Dr.P.H., and Brita E. Lundberg, M.D., <https://www.nejm.org/doi/full/10.1056/NEJMp1913663>

- 2) issuing debt or borrowing money.⁸

Saving our community for future generations seems like one of the most prudent uses of borrowed funds one can imagine. Conversely, if we wait until extra City revenue is available to fund climate action, we will most certainly lose the climate fight.

There will be additional capital expenditures incurred as part of the Climate Action Plan, as well, including:

- Investment in EV charging infrastructure
- Street improvements related to the TMP implementation
- Investment in electric replacements for municipal gas and diesel assets

If funds for these capital expenditures have not already been allocated in the City's Capital Improvement Plan (CIP), an amendment would need to be made to the CIP for that purpose. The EQC's CAP subcommittee recommends **against** using funds currently earmarked in the CIP for climate action to pay for municipal greening projects. Such projects are good candidates for outside financing or borrowing, whereas the CAP funds in the CIP should be focused on high impact activities to reduce community-wide greenhouse gas reductions, such as policy development, programs, incentives, education and marketing.

PLAN METRICS

Climate Action Plans have a poor history of being effectively implemented and one reason for that is that progress is typically only measured every five years and with staff turnover, well intentioned plans can go unexamined for years. In order to avoid such an outcome, the CAP subcommittee recommends that a short list of concrete metrics be adopted and that the City Council request quarterly, if not monthly, updates on those metrics.

Key metrics to track include:

1. Number of gas hot water heaters citywide that are replaced with electric versions (data source: Menlo Park

Building Department)

2. Number of gas furnaces citywide that are replaced with electric versions (data source: Menlo Park Building Department)
3. Number of utility natural gas accounts terminated (data source: Peninsula Clean Energy or PG&E)
4. Number of new cars registered that are gas vs. EV (data source: DMV)
5. Number of total cars registered that are gas vs. EV (data source: DMV)
6. Gallons of gasoline sold in Menlo Park (data source: City sales tax reports)
7. Percentage of municipal assets converted from gas or diesel to electric (data source: Menlo Park Public Works Department)
8. Vehicle miles traveled, including trips inbound, outbound and within the City (Google Environmental Insights Explorer)
9. Number of other cities that query and/or copy Menlo Park's climate policies and programs (data source: outreach efforts and research by Menlo Park Sustainability staff)

While Sustainability staff and members of the CAP subcommittee question the value of conducting frequent high level greenhouse gas inventories, we do all agree that measurement is important and believe that tracking the specific items listed above will help staff and Council gain insight into the effectiveness of the climate actions that the City decides to undertake. County efforts to measure greenhouse gas emissions are expected to continue and will hopefully reflect progress made by cities within the County.

METHOD FOR EVALUATING ACTIONS

The six actions detailed above were selected from over 76 actions included in the original Bold and Moderate Plans, because they offer the City the most potential for Greenhouse Gas Reductions per dollar spent.

Dozens of potential climate actions were considered. Actions took many forms, including: city ordinances, city directives, programs and collaborations. Each action was evaluated for the

⁸ An interesting model for borrowing against existing financial assets (such as the City's reserves) has been employed during the COVID recession by leading charitable

Foundations who are borrowing at low interest rates against their endowments in order to continue disbursements, <https://www.nytimes.com/2020/06/10/business/ford-foundation-bonds-coronavirus.html>.

following key criteria:

- Potential to reduce greenhouse gas (GHG) emissions
- City staff resources required to implement
- City cost to implement
- Out-of-pocket expenses for community members to implement (lifecycle economics for user)
- Political feasibility
- Potential for replication by other cities

The cost estimates above should be viewed as preliminary, requiring further thorough analysis by City staff prior to policy adoption.

THE TRUE COST OF CARBON

As mentioned above, there is in fact a societal cost to burning fossil fuels, sometimes referred to as the “cost of carbon.” There are debates today over how best to calculate that cost. Some say it should be based on the damages caused by those emissions. Others say it should be based on the cost to remove those carbon emissions from the atmosphere, once that becomes possible. In the absence of a global consensus, the EQC’s CAP subcommittee attempted to estimate the cost of carbon to Menlo Park by taking the projected losses from sea level rise in our city alone, \$1.3 billion, and dividing that by the tons of CO₂e we expect to emit over the next 40 years in a business as usual situation. Using this simple methodology, we arrived at a “cost of carbon” of \$130/ton for Menlo Park.

There are a number of ways the City could use this figure. We could consider levying a tax of \$130/ton on fossil fuels, in order to cover future damages the City will incur, in essence internalizing the externalized “cost of carbon.” Another way to use this figure would be for the City to factor it in to all decisions concerning assets in the City that consume fossil fuels, for example in calculating the true cost to the City of a gasoline-powered police car or the true cost to citizens of a gas furnace.

NOTE ON LEADERSHIP

Saving our City from sea level rise will require collective global action, which Menlo Park can likely

only influence through bold leadership. In evaluating the relative effectiveness of various climate actions, the CAP subcommittee noted the significant impact that replicability and demonstration of feasibility of a policy or program had on its potential to generate emissions reductions. If other cities can easily copy a policy or program, it is likely to **catalyze emissions reductions many times greater** than our City’s emissions reductions alone. Therefore, it is strongly advised that City staff favor simplicity and replicability in its design of climate policies and programs and it is further advised that the City invest resources in proactively sharing its climate policies and programs with other cities, counties and government entities.

We must also be nimble and ready to act on economic stimulus opportunities that may present themselves, as the Country attempts to pull itself out of a recession.

NOTE ON UTILITY PARTNERS

An analysis of community member economics for each action revealed that rebates can make or break the economics behind purchasing decisions for equipment like electric vehicles and electric heat pumps for space and water heating, all of which are essential for progress on climate action. The City can greatly increase the political feasibility of many climate actions included in this plan by calling on its local Community Choice Energy (CCE) provider to rapidly deploy the significant capital currently held on its balance sheet to fund rebates on electric replacements of gas appliances. Such rebates can make climate friendly replacements cost effective and that enables city councils like ours to pass ordinances requiring such replacements. In turn, the new electric devices generate net revenue that rebuilds the CCE’s financial reserves.

To this end, Peninsula Clean Energy’s board recently signaled its support for local cities’ efforts to electrify, voting on May 28, 2020 to invest \$6 million to electrify existing buildings in San Mateo County. This program will reportedly include substantial incentives for: 1) the installation of electric heat pump water heaters, 2) upgrades to electric service panels so they can handle the increased electric demands of all-electric homes, and 3) whole-home electric conversions for low income residents. Such programs are a promising

signal that local CCEs intend to help ease the financial burden of converting homes from natural gas to all-electric, since it is not only essential for fighting climate change but also in their long-term financial interest to do so.

NOTE ON EQUITY

Climate change does not affect all members of society equally. Tragically it disproportionately affects low income people and people of color, as evidenced right here in Menlo Park, where sea level rise is expected to have a devastating impact on residents of our Belle Haven neighborhood. A similar pattern is observed all over the globe, where poor island nations are becoming the first to be wiped off the globe. Climate justice advocate Hop Hopkins illustrates the connection between climate change and racism by explaining how allowing climate change to occur requires that we accept that portions of our local and global communities are “sacrifice zones, and you can’t have sacrifice zones without disposable people, and you can’t have disposable people without racism.”

Meanwhile wealthier segments of society go on emitting greenhouse gases at ten times the rate of poorer segments, unwilling to make even small changes to their purchasing decisions. The COVID crisis has shed a light on the shocking inequity in health outcomes for people of color, some of which can be attributed to well documented racial disparities in exposure to air pollution from fossil fuels. Menlo Park must ask itself whether it wishes to continue contributing to this global and local inequity, or whether it can strongly prioritize leadership in solving these interconnected problems.

Finally, although Menlo Park is situated in one of the wealthiest Counties in the country, that wealth is not equally distributed and some residents may find it difficult to afford at least the capital outlay for the changes recommended in this plan. To address issues of equity, there are a number of options for ensuring that low-income residents have the financial support they need to make the required changes to their homes and vehicles. Both the State and local CCEs have shown a willingness to provide financial subsidies specifically targeted at low income residents. Peninsula Clean Energy recently set aside \$2 million, out of a \$6 million program, just to assist

low-income residents with all-electric retrofits of their homes. If the City wishes to further bolster that support, it could consider allowing the Utility User’s Tax (UUT) on natural gas sales to increase from its current 1% level to the existing voter-approved level of 3.5%. That would provide an estimated \$500,000 in additional funding every year to low-income families converting gas appliances to all-electric. The City must take an active role in ensuring that low-income residents are not unfairly disadvantaged by the requirements of its Climate Action Plan.

ANOTHER NOTE ON COVID-19

Lastly, this Climate Action Plan is being presented to City leaders in the midst of a generation-defining event, namely the global COVID-19 pandemic. It is understandable and appropriate that City leaders would devote their immediate attention to protecting the health and wellbeing of our community, as we fight this deadly virus.

As the health emergency wanes, however, the CAP subcommittee hopes that Council members will view the proposed Climate Action Plan as an opportunity for Menlo Park. COVID-19 has jolted us all out of our routines and everyday existence, highlighting in a graphic way our vulnerability as a species. Climate change has the potential to do the same, only on an even greater scale. If we are able to take in the lessons presented to us by this current crisis, we will be better prepared to address the climate crisis that is coming. For example, we should ask ourselves: Do we want to be like South Korea and flatten the carbon “curve” by proactively investing in mitigating the carbon dioxide “contagion”? Or will we delay, like Italy, and only take decisive action once the problem has ballooned? Is it still acceptable to stand by and watch one window of opportunity after another close before our eyes, leaving us with a much larger problem, the only response to which threatens to destroy our economy? Can we accept that this problem, like COVID, will ravage poor communities and people of color? The choice is ours. How will we act?

This Climate Action Plan presents us with economic opportunities as well. If enacted, this plan will jumpstart a new local market in electric appliance installation, injecting money into the

economy and providing hundreds of new jobs, just when they are needed.

Finally, as medical professionals learn more about the adverse health impacts of burning fossil fuels in our homes, the Climate Action Plan offers Menlo Park an opportunity to set a new standard for health and safety in our homes and places of work by removing fossil fuels from our air completely.

Our future is in our hands. It is time to act.

APPENDIX A

ORIGINAL PLAN OPTIONS – BOLD, MODERATE AND GO SLOW

Dr. John Holdren, scientific advisor to President Obama, advised that humans have three basic choices when it comes to climate change: 1) mitigate the problem by reducing our emissions, 2)

adapt to the problem and try to move out of harm's way, or 3) suffer. What every civic leader must do today is pick the mix of those three options that they are willing to bring to their communities.

A summary of the benefits and drawbacks of each plan, from a City official's perspective, is offered below.

Bold Plan	Moderate Plan	Go Slow Plan
• A few bold actions • One-year implementation • Achieves goal of Zero by 2030 • Less \$ now (staff resources) • Less \$ later (lower sea walls) • Subject to opposition • Less human suffering • Regional leadership role	• Many moderate actions • Three-year implementation • Makes progress toward goal of Zero by 2030 • More \$ now (staff resources) • Some \$ later (sea walls) • Subject to some opposition • Some human suffering • Regional leadership role	• No proactive actions • No specific implementation time • Falls well short of Zero by 2030 goal • Less \$ now (staff resources) • More \$ later (high sea walls) • Subject to some opposition • More human suffering • No regional leadership role

THE MODERATE PLAN

The Moderate Plan is a set of 60+ actions (Appendix B), implemented over 3 years, that involve working with the community (residents, businesses and commuters) to assist and compel them to change, while simultaneously working with other cities, the County, the State and utilities to make such change easier. This would be accomplished by changing laws, capabilities and economics in a way that transforms standard practice, similar to the way that our all-electric Reach Codes are transforming standard practice in new construction. Menlo Park is gaining credibility in this area and therefore has a reasonable chance of catalyzing regional change through bold leadership and knowledge sharing.

The Moderate Plan would also seek an expanded vision and commitment from Community Choice Energy providers (CCEs), who will reap considerable benefit in the form of increased net revenue from electrification, just as oil companies will see diminishing revenue. According to this plan, the CCEs would be advised to rapidly deploy

their net revenue, in order to quickly transform the market to support building electrification.

The Moderate Plan is the most time-intensive option of those presented, with significant staff resources deployed in the next three years to pass incremental ordinances that will drive needed behavior change. **Sustainability staff currently estimate that implementing the Moderate Plan would require approximately 6 incremental full time equivalent (FTE) staff for the first year and a similar or smaller number in the remaining two years included in the plan.** These incremental staff resources could be hired as consultants and would not be needed past the 3-year term of the plan.

While the action-intensive approach of the Moderate Plan may seem cumbersome, the CAP subcommittee suspects that the public requires incremental education and a piecemeal approach to rule changes, in order to have time to adjust to change. As such, the Moderate Plan also includes significant public outreach and education efforts to

assist the public and businesses in understanding the benefits of mutual cooperation.

Finally, the Moderate Plan by itself would not guarantee that the City would reach its proposed climate goal of Zero emissions by 2030. Instead, this plan would put us on a path to achieve that goal in a later year or, alternatively, could be seen as laying the groundwork for implementation of additional measures, such as those outlined in the Bold Plan, starting in year 4 of climate action when the public may be more receptive to bolder action.

THE BOLD PLAN

The Bold Plan is much simpler (Appendix B) in that it involves far fewer actions and therefore fewer staff resources to implement. It also has the advantage of nearly guaranteeing achievement of the City's climate goals. It achieves this primarily by announcing to the community that the City will stop the flow of natural gas (a potent greenhouse gas) and restrict the use of gasoline vehicles within City limits by a certain date in the future, possibly by the year 2030. This approach gives community members time to make the needed adjustments to their homes and transportation, all of which are perfectly feasible, within an announced 10-year timeframe.

As for the elimination of gasoline and diesel (GAD) fuels from Menlo Park vehicles, the Bold Plan could include a normal health-and-safety powers type ordinance, requiring the phasing out of underground fuel tanks by 7/4/2030, for example. Any businesses that used underground fuel storage tanks would need to remove them for certain by that date. If climate preservation is being seriously pursued in the next decade and automobile makers follow their plans for electric vehicle production, there will be much lower need for GAD stations left in our area and those that remain will be selling a fraction of the volume of gasoline that they do now. This could mean that, regardless of which climate plan the City pursues, the number of local gasoline stations is likely to drop significantly within the next decade from the current 12 to as few as six. Some locations could be repurposed as EV charging stations with amenities such as a coffee shop, convenience store or car wash.

Another approach to eliminating GAD fuels would be for the City to pass a number of ordinances that

reduce the subsidies currently offered to GAD-powered cars and trucks. Some of the subsidies that could be reduced or eliminated for GAD vehicles include City-provided free parking in downtown lots and free parking on the side of public streets, a subsidy the City already limits overnight in Menlo Park. Both of these measures would encourage reductions in vehicle miles traveled (VMT) in the City, as well as conversions to electric vehicles (EVs). These shifts would also offer residents the ancillary benefits of reduced traffic congestion and/or reduced air pollution.

THE GO SLOW PLAN

The Go Slow Plan (GSP) would entail stepping back from climate leadership and following other entities, if and when they step forward to lead. The City would forgo the opportunity to carve out its own unique approach to problems, as we did with the recent Reach Codes, and would likely end up joining County efforts or copying other Cities' approaches. A Go Slow Plan would likely entail sitting quietly on the sidelines and following plans developed and offered by regional or state entities, as they emerge. The Go Slow Plan is by far the most risky of the plans in that it results in the highest likely damage cost to public and private property from sea level rise and would cause the most human suffering in vulnerable parts of our City. Gut-wrenching decisions will face City officials as they decide how much money to spend delaying the eventual loss of real estate valued at over \$1 billion along our Bay shoreline. One can imagine weighty decisions about what neighborhoods to save resulting in heated disagreement among residents that would tear at the fabric of our community.

Although the Go Slow Plan may look "easy" in the short term, due to the lower staffing requirements and the slower pace of change required now, this approach may in fact prove to be penny wise and pound foolish. In reality, a Go Slow approach simply hands a growing problem to a future City Council, who would have even less time and resources at their disposal to battle climate change and oversee adaptation on multiple fronts.

We understand from the worldwide scientific body, the Intergovernmental Panel on Climate Change (IPCC), that time is of the essence and that in order to have a meaningful impact on climate change,

any mitigation efforts must start immediately. This would render the Go Slow Plan scientifically imprudent, leaving the City Council to choose between: a) implementing the Moderate Plan immediately and simultaneously exploring the Bold Plan for later implementation if needed, b) cutting to the chase and just pursuing the Bold Plan immediately or c) developing a plan they feel would perform better.

City of Menlo Park
Moderate 3-yr Climate Action Plan - 2020

Action	Action #	Type of Action	Lead Dept/ Supporting Dept	Community Engagement Req'd	FTEs Required (per yr)	3-yr Non-Staff Costs (consultants, studies)	2030 Ann. GHG Reduced (tons/yr)	City Cost (\$/ton) *	2030 State-wide GHG Reductions Inspired by MP (tons/yr)	Upfront Incremental Cost to Participant** After Rebates	Net Savings to Participant**	Notes & Assumptions
A: Municipal Greening												
Develop and implement plan for electrifying municipal fleet	1	Directive	Public Works/ Sustainability		0.05		446	-\$7,624	3,000	\$980,000	\$3,406,667	Develop clear plan for converting 100% of municipal vehicles to EVs
Expand city owned, public EV charging infrastructure throughout City	2	Directive	Sustainability/ Public Works		0		714	-\$53.16	6,000	\$400,000	\$151,880	CAP sub note: Focus on parking lots at city facilities, inc. parks, library, community center and areas that serve multi-family housing. (1) Analyze EV infrastrucure needs of the city and design accordingly (2) Establish rules for use of chargers and best practices for signage and other use factors (3) Jump start infrastructure development with initial public investments (4) Develop partnerships with utilities and private businesses as long term investors when building out the city's EV-charging infrastructure (5) Monitor and adapt to trends in the eV market and with EV technologies, use of city infrastructure, and shifts in national, regional policy
Develop and Implement plan for electrifying all municipal buildings + pools	3	Directive	Public Works/ Sustainability		0.05		433	-\$33.94	39,000	\$360,000	\$225,305	Install heat pumps and heat pump water heaters in all municipal buildings and the 2 pool complexes
For Resiliency purposes only: Develop and implement plan for installing batteries for resiliency in key municipal facilities, starting with new community center	4	Directive	Public Works/ Sustainability		0.05		1	\$16,781	109	\$360,000	-\$300,000	Install solar and batteries in municipal facilities for resiliency during emergencies.
Adopt CA regulations + Marin concrete language on embodied carbon in municipal construction, e.g. sidewalks	5	Directive	Public Works		0		54	\$16.67	3,000	\$9,000	-\$9,000	Review state purchasing guidelines published recently and adopt those as a starting point, create signage for carbon-free sidewalks.
Raise Nat Gas UUT to 3.5% (to fund electrification of low income households, municipal electrification program and other Council-directed GHG reductions)	6	Directive	Finance/ Sustainability		0.125		579	\$2.16	35,000	\$5,000	\$473	First step is to increase UUT rate on natural gas. City Council then decides where to apply funds: electrification (+ batteries?) in 1) day cares, 2) municipal buildings, 3) schools, 4) low income residents' homes.
Subtotal					0.275							
B: Commercial Greening												
Facilitate daytime EV charging at commercial establishments and allow public access use at night	7	Ordinance	Sustainability/ Planning/ Building		0.5		1,428	\$3.50	85,700	\$90,000	\$134,256	Facilitate installation of EV chargers for commercial establishments of a certain size to encourage charging from 9am to 3pm when supply of renewable energy is abundant and cheap; also allow public charging access at night
Work with Facebook to develop a bus electrification plan, including shuttle	8	Collaboration			0.05		1,631	\$0.61	8,200	\$1,400,000	-\$110,000	
Require electrification of gas appliances (space heating and water heating) and A/C upon burnout to heat pump - commercial	9	Ordinance	Sustainability/ Building		0.5		19,469	\$0.26	3,115,100	\$24,000	\$7,650	Require property owner to replace gas HVAC units at end of life with electric heat pump HVAC. Also require that replaced A/C be provided by heat pumps; limit to commercial establishments of a certain size
Adopt Marin limits on embodied carbon in construction and require materials that sequester carbon in commercial construction	10	Ordinance	Sustainability/ Building		0.5		2,835	\$1.76	170,100	\$3,600	-\$3,600	
Subtotal					1.55							

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City of Menlo Park
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C: Residential Greening												
Require access to EV charging in existing multi-family buidlings	11	Ordinance	Sustainability/ Planning/ Building		0.5		5,942	\$1.68	178,300	\$21,000	\$21,048	Ideas: 1) City resources could defray costs for projects at affordable housing developments. 2) Prohibit landlord from raising rent as a result by exempting this change from "significant renovation" definition in rent control laws. Copy Mountain View?
Achieve 100% permit compliance for heating and water heating appliances upon property sale	12	Ordinance	Sustainability/ Building		0.5		15,449	\$0.32	772,500	\$500	-\$500	This action is needed to make a burnout ordinance enforceable. Build in a 1-year lag to give market time to adjust. Deferred date of implementation: Jan 1, 2021.
Explore legislation to require homebuyer notification re: sea level rise in flood areas	13	Collaboration			0.05		-	\$0.00	-	\$0	\$0	
Require residents installing solar to also install conduit and circuits for heat pump water heater and EV charger	14	Ordinance			0		7,784	\$0.00	653,900	\$300	\$2,338	This facilitates conversion to electric for emergency water heater burnouts
Update permits and fees to encourage electrification, including battery storage. Recommend to contractors and clients that they electrify all gas burnouts and that they heat pump all AC burnouts.	15	Directive			0		1,712	\$0.00	41,100	-\$200	\$200	Develop recommended device type lists for building department display (and handouts)
Subtotal					1.05							
D: VMT Reduction												
Explore options for VMT reduction and set a city goal	16	Ordinance	Transportation/ Planning		0.5		5,714	\$0.88	228,500	-\$20,000	\$20,000	Consider adjusting zoning & land use regs to encourage mixed use, dense development near transit to reduce the number of cars and car trips due to commuting; reduce parking minimums for new development; rezone single-family to include multi-family; explore electric shuttle service between Belle Haven and Caltrain; expand network of multi-use paths; explore electric "last mile" options from transit to common destinations
Establish a Transportation Management Association (TMA)	17	Program			0.5		647	\$15.45	9,700	\$0	\$0	Leverage small and large businesses for transit pass discounts, shuttle shares, discounts, etc.
Electrify city shuttle buses to transit, esp. on busy streets	18	Program			0.5		126	\$49.67	2,000	\$280,000	-\$22,000	Possible e-bus vendors: Proterra (US), BYD (China)
Bike/Scooter Share Ordinance	19				0.5		286	\$35.00	2,900	\$0	\$0	
Consider Copenhagen-style zoning oriented around 5-minute walking city approach	20	Ordinance			0.5		660	\$5.05	39,600	\$0	\$4,557,940	
Subtotal					2.5							
E: Zero Waste												
Adopt Foodware Ordinance to reduce/eliminate plastics and single use disposable foodware	21	Ordinance			0		136	\$0.00	300	\$2,000	-\$2,000	San Mateo County has a model ordinance for compostable only and is willing to enforce on behalf of cities.
Apply single-use plastic prohibition to City operations	22	Directive			0		0	\$0.00	-	\$2,000	-\$2,000	
Update solid waste ordinance to require recycling and composting services for all accounts	23	Ordinance			0		404	\$0.00	8,100	\$600	-\$600	
Implement zero waste requirements for new development in the Bayfront area	24	Directive			0		168	\$0.00	800	\$25,000	-\$25,000	

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City of Menlo Park
Moderate 3-yr Climate Action Plan - 2020

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Subtotal					0							
G: Adaptation Measures												
Monitor and participate in County preparations for sea level rise	25	Directive	Public Works		0.05		-	N/A	-	\$100,000,000	-\$100,000,000	Strongly recommend that Council request quarterly update from Public Works on City's plans and projected cost for addressing Sea Level Rise
Increase urban canopy in Belle Haven to protect against urban heat island effect	26	Directive	Public Works		0.05		7	\$12,736	100	\$12,000	-\$912,000	
Subtotal					0.1							
H: Public Education												
Launch CAP education campaign w/ churches, Rotary clubs and PTAs	27	Program	Public Engagement/ Sustainability		0.125		1,447	\$1.73	28,900	\$0	\$0	Council members present to local groups
Create City web page featuring Climate Action Plan, building electrification	28	Program			0.125		579	\$4.32	31,800	\$0	\$0	
Develop and publish electrification FAQ (copy an available version)	29	Program			0.125		579	\$4.32	31,800	\$0	\$0	Post on a City web page for Climate Action Plan and give to elected officials to help them counter misinformation and answer questions from public
Speaker series on climate change and solutions	30	Program			0.125		96	\$25.91	1,400	\$0	\$0	- Stanford professors: Mark Jacobson, sea level rise expert, VMT expert? - Berkeley professors: Dan Kammen, Bay sea level rise expert, levees and sea walls experts - Carbon-free aviation experts - Location: City hall
Invite "ride and drive" organizers to showcase EVs at every City public event	31	Program, Collaboration	Sustainability/ Public Engagement		0.125		1,223	\$2.56	9,800	\$200	-\$200	Connect city to Acterra
Induction cooking demonstration party for realtors, kitchen designers, architects, home cooks	32	Program, Collaboration			0.125		24	\$103.57	500	\$0	\$0	
Educate public on the merits of solar + batteries for resiliency during power outages	33	Program			0.125		644	\$6.47	5,800	\$0	\$0	
Hire marketing firm for city-wide CAP campaign	34	Program	Communication/ Sustainability		0.125		3,859	\$1.08	\$11,600	\$0	\$0	Share aspirational CAP goals; Educate residents about what they can do; Share what will happen if we don't act; Digital campaign, newspaper articles, speakers, classes, radio PSAs, TV?, mailers, signs around town, billboard?, signs on buses, banners downtown
Subtotal					1							
Grand Total					6.5							
Cost/ FTE					\$100,000							
Costs					\$647,500	0	Based on Future prices					
						Nat Gas \$ 2.00 Per Therm						
						Gasoline \$ 3.40 Per Gallon						
						Electricity \$ 0.22 Per kWh						

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City of Menlo Park
Moderate 3-yr Climate Action Plan - 2021

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A: Municipal Greening												
Require % of construction vehicles to be EV on municipal construction projects	35	Directive			carry over resources from 2020		76	-\$512.90	1,500	\$80,000	\$244,000	
B: Commercial Greening												
Install highway exit signs for EV fast charging	36	Directive			carry over		159	\$105.01	2,900	\$8,000	-\$8,000	Shows residents and commuters that EV Fast charging will help them go EV.
Consider other cities' ordinances requiring clean (EV) commercial fleets w/i city limits, e.g. FedEx, UPS	37	Ordinance	EQC		0.50		1,438	\$4.97	40,300	\$45,000	\$150,000	Consider: Recology garbage trucks, package delivery, Uber, construction vehicles, USPS, etc.
Apply reach codes to commercial remodels	38	Ordinance			0.50		6,922	\$2.41	124,600	\$5,000	\$5,550	Similar to ROB ordinance but captures opportunities before waiting for burnout after remodel
C: Residential Greening												
Set City goal of 100% new cars to be EV within 3 years	39				0.05		7,120	\$0.18	113,900	\$0	\$0	Metrics
Require electrification of gas appliances and A/C upon burnout - residential	40	Ordinance			carry over		9,463	\$1.06	236,600	\$2,000	\$1,956	Also require A/C be converted Heat Pump
Make sure reach codes apply fairly to ADUs, attached and detached	41	Ordinance					2,086	\$0.00	4,200	\$2,000	\$2,748	Plugs gap noticed in other towns where garage is built new and then suddenly converted to ADU
Apply reach codes to residential remodels and additions	42	Ordinance	Sustainability/ Building		0.50		4,171	\$4.00	137,700	\$2,010	\$1,155	
Explore removing exemptions from reach codes	43	Ordinance			carry over		2,773	\$9.01	33,300	\$0	\$528	No gas stoves or fireplaces no gas heating in labs
Create program for assisting low income homes w/ electrification	44	Program			0.25		4,635	\$1.80	152,900	\$2,000	\$1,165	Possibly funded by UUT rev or by collaboration w/ PCE, and Rebuilding Together teaching on a MP home
Adopt Marin limits on embodied carbon in construction and require materials that sequester carbon in residential construction (beyond state mandated GreenCode)	45	Ordinance			carry over		1,862	\$5.37	37,200	\$25	-\$25	
Require electrification upon sale of property + complimentary rebate program	46	Ordinance			carry over		12,583	\$0.79	188,700	\$10,500	\$50	Assumes 30% rebate
Consider extending EV wiring requirement to remodels and at resale	47	Ordinance			carry over		6,602	\$1.51	132,000	\$400	\$44,362	
Consider leading regional effort to prohibit the sale of gas appliances w/i City limits	48	Ordinance			0.50		3,082	\$1.62	339,000	\$50	\$2,060	Includes contracting, distributors & retail. Essentially no permits allowed for gas devices.
D: VMT Reduction												
Designate car-free and low emission vehicle zones or premium parking	49	Ordinance			0.50		1,266	\$3.95	151,900	\$50,000	\$196,375	(1) Design the geographic zone and the restrictions, exemptions, and prices (2) Build public support through consultation and experimentation (3) Designate the use of congestion-charge revenue for investments that benefit the city (4) Invest in mobility alternatives using public transit, bicycles, and walking (5) Consider what related policies may be needed (e.g. reduce parking requirements for new developments).
Create safe thoroughfares for getting across town via protected multi-use paths	50	Directive			0.50		306	\$8.18	73,400	\$0	\$15,000	

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Moderate 3-yr Climate Action Plan - 2021

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Explore micro mobility options for last-mile transportation to/from transit	51	Directive			0.50		475	\$35.11	17,100	\$0	\$0	
E: Zero Waste												
Continue 2020 zero waste actions	52				0.00		709	\$0.00	8,500	\$0	\$0	
F: Carbon Removal												
Research multiple options for achieving 10% carbon removal	53	Program			0.125		28,400	\$25.44	113,600	\$0	-\$710,000	
Explore plan for reforestation with Peninsula Open Space Trust (POST) or other partner	54	Program, Collaboration			0.125		9,457	\$16.32	37,800	\$0	-\$141,858	Research where state planted 9 million trees from Carbon Cap and Trade money allocation report
Arbor Day mass tree planting	55	Program					9,457	\$10.00	37,800	\$0	-\$94,572	If every MP resident planted 10 trees per year for 10 years, we would sequester 10% of our annual GHG emissions
Consider having City fund a Recology biochar program, inc. City tree trimmings	56	Directive					9,457	\$30.00	37,800	\$0	-\$283,716	Biochar sequesters carbon by turning dead trees and trimmings into charcoal that is then used as a healthy soil amendment
G: Adaptation Measures												
Propose building moratorium or developer-funded escrow to cover building decommissioning cost in areas to be flooded deeper than 1 foot within 30 years	57	Ordinance			0.50	\$200,000		N/A	-	\$0	\$0	
H: Public Education												
Cooking class/demo with induction stove	58	Program, Collaboration			carry over			\$22.19	9,000	\$0	\$0	
Class for City residents: Zero Out Your Carbon Emissions	59	Program			carry over		1,081	\$23.12	8,600	\$0	\$0	Idea is to create a class for city residents (in the catalogue) that will show them how to reduce their carbon footprint. Intro: What are greenhouse gases and why are they warming our atmosphere? 1. How to calculate your carbon footprint 2. How to buy and drive an EV 3. How to install a heat pump and HPWH 4. How to choose and use an induction stove 5. How to install solar + batteries 6. How to choose low-carbon construction materials 7. How to create a Zero Waste home 8. How to repair your broken items, instead of throwing them out 9. How to buy carbon offsets and other sequestration options 10. How to use transit and "last mile" vehicles to get to transit 11. How to use ride share services
Grand Total								Based on Future prices				
Cost/ FTE								Nat Gas	\$	2.00	Per Therm	
Costs								Gasoline	\$	3.40	Per Gallon	
								Electricity	\$	0.22	Per kWh	

City of Menlo Park
Moderate 3-yr Climate Action Plan - 2022

Action	Action #	Type of Action	Lead Dept/ Supporting Dept	Community Engagement Req'd	FTEs Required (per yr)	3-yr Non-Staff Costs (consultants, studies)	2030 Ann. GHG Reduced (tons/yr)	City Cost * (\$/ton)	2030 State-wide GHG Reductions Inspired by MP (tons/yr)	Upfront Incremental Cost to Participant** After Rebates	Net Savings to Participant**	Notes & Assumptions
A: Municipal Greening												
Support Menlo Park school districts in transitioning to electric school buses (Not really municipal Greening since it's a separate school district)	60	Collaboration					127	\$0.00	3,000	\$1,600,000	-\$310,000	Improves student health, reduces air pollution, reduces GHGs and could provide power during grid outages. Council members meet w/ superintendents; request vehicle-to-grid charging capability for powering schools during power shut-offs
B: Commercial Greening												
Explore Petaluma-style moratorium on 1) new gas stations and 2) expansion of existing ones or, as an alternative, limiting the permitted life of underground fuel storage tanks	61	Ordinance					159	\$0.00	6,000	-\$50,000	-\$490,000	See Petaluma
Explore a NYC-style carbon emissions fee on buildings	62	Ordinance					2,596	\$0.00	104,000	\$10,500	\$50	
Ban gas-powered lawn equipment	63	Ordinance					15	\$0.00	-	\$300	\$7,292	Encourage county region and state to lead. Although this has tiny GHG savings it has large Nox and Sox pollutant savings
C: Residential Greening												
Announce an Arcata-style end date for the flow of natural gas in Menlo Park	64	Ordinance					86,465	\$0.00	3,458,600	\$11,250	-\$5,777	Assumes higher inc cost than burn-out ordinance because replaced equipment still has useful life
Consider expanding fire inspection to include gas appliances	65	Ordinance					7,471	\$0.00	149,400	\$0	\$0	
Consider Floor Area Ration (FAR) bonus for passive house building construction	66	Ordinance					-	N/A	-	\$0	\$0	Passive House design increases energy efficiency of homes, important as temps rise with climate change and grid is stressed by increased demand
Decrease subsidies (free parking) and privileges (the ability to pollute roads) for gas cars	67	Ordinance					476	\$0.00	19,000	\$30,000	\$1,250,000	
Adopt ordinance prohibiting idling for vehicles with gas engines	68	Ordinance					286	\$0.00	5,700	\$0	\$0	
Announce gradual plan to make public parking for EVs only: 20%, 40%, 60%, 80%, 100%	69	Ordinance					5,714	\$0.00	160,000	\$8,000	\$81,524	
Increasingly restrict use of gas cars in city (not allowed on certain roads, parking lots)	70	Ordinance					5,714	\$0.00	160,000	\$8,000	\$81,524	

* City Cost = (staff cost + capital inv + operating savings or cost) / tons of CO2e saved. Negative number is good.

** Participant is emitter targetted by action, e.g. muni, business or resident

City of Menlo Park
Moderate 3-yr Climate Action Plan - 2022

Action	Action #	Type of Action	Lead Dept/ Supporting Dept	Community Engagement Req'd	FTEs Required (per yr)	3-yr Non-Staff Costs (consultants, studies)	2030 Ann. GHG Reduced (tons/yr)	City Cost * (\$/ton)	2030 State-wide GHG Reductions Inspired by MP (tons/yr)	Upfront Incremental Cost to Participant** After Rebates	Net Savings to Participant**	Notes & Assumptions
Implement public safety rule on underground gasoline tanks	71	Ordinance					7,936	\$0.00	317,400	\$150,000	-\$1,770,000	
D: VMT Reduction												
End subsidies for parking downtown for all vehicles	72	Ordinance					317	\$0.00	12,700	\$405,000	\$10,545,000	
E: Zero Waste Initiatives												
Explore hyper management of fugitive methane emissions from landfill and composting facilities	73	Directive					2,250	\$8.00	90,000	\$180,000	-\$180,000	Could create local offsets for 10%
Update construction and demolition ordinance	74	Directive					189	\$0.00	2,300	\$600	-\$600	
Establish library of things to reduce waste, improve access and equity, and enhance community relations	75	Directive					50	\$180.00	2,000	\$90,000	\$22,500	
Establish a grant program to convert privately owned drinking fountains to bottle filling stations	76	Directive					84	\$0.00	1,700	\$4,000	\$21,000	
Grand Total 0 Cost/ FTE \$100,000 Costs \$ - 0								Based on Future prices Nat Gas \$ 2.00 Per Therm Gasoline \$ 3.40 Per Gallon Electricity \$ 0.22 Per kWh				

* City Cost = (staff cost + capital inv + operating savings or cost) / tons of CO2e saved. Negative number is good.

** Participant is emitter targetted by action, e.g. muni, business or resident

City of Menlo Park
Bold 1-yr Climate Action Plan - 2020

Action	Action #	Type of Action	Lead Dept/ Supporting Dept	Community Engagement Req'd	FTEs Required (per yr)	3-yr Non-Staff Costs (consultants, studies)	2030 Ann. GHG Reduced (tons/yr)	City Cost * (\$/ton)	2030 State-wide GHG Reductions Inspired by MP (tons/yr)	Upfront Incremental Cost to Participant** After Rebates	Net Savings to Participant**	Notes & Assumptions
B: Commercial Greening												
Adopt Petaluma-style moratorium on 1) new gas stations and 2) expansion of existing ones	61	Ordinance					159	\$0.00	6,000	-\$50,000	-\$490,000	See Petaluma
Prohibit use of gas vehicles for delivery (e.g. Amazon, FedEx, UPS)	77	Ordinance			0.5		1,438	\$4.97	40,269	\$45,000	\$150,000	
Adopt Marin limits on embodied carbon in construction and require materials that sequester carbon in all commercial, residential and municipal construction	78	Ordinance	Sustainability/ Building		0.5		6,286	\$0.80	377,000	\$1,200	-\$1,200	
C: Residential Greening												
Announce an Arcata-style end date for the flow of natural gas in Menlo Park	64	Ordinance					86,465	\$0.00	3,459,000	\$11,250	-\$5,777	Assumes higher inc cost than burnout ordinance because replaced equipment still has useful life
Announce gradual plan to make public parking for EVs only: 20%, 40%, 60%, 80%, 100%	69	Ordinance					5,714	\$0.00	160,000	\$8,000	\$81,524	
Increasingly restrict use of gas cars in city (not allowed on certain roads, parking lots)	70	Ordinance					5,714	\$0.00	160,000	\$8,000	\$81,524	
Implement public safety rule on underground gasoline tanks	71	Ordinance					7,936	\$0.00	317,000	\$150,000	-\$1,770,000	
Raise Nat Gas UUT to 3.5% (to fund electrification of low income households, municipal electrification program and other Council-directed GHG reductions)	6	Directive	Finance/ Sustainability		0.125		579	\$2.16	35,000	\$5,000	\$473	First step is to increase UUT rate on natural gas. City Council then decides where to apply funds: electrification (+ batteries?) in 1) day cares, 2) municipal buildings, 3) schools, 4) low income residents' homes.
D: VMT Reduction												
Explore options for VMT reduction and set a city goal	16	Ordinance	Transportation / Planning		0.5		5,714	\$0.88	228,500	-\$20,000	\$20,000	Consider adjusting zoning & land use regs to encourage mixed use, dense development near transit to reduce the number of cars and car trips due to commuting; reduce parking minimums for new development; rezone single-family to include multi-family; explore electric shuttle service between Belle Haven and Caltrain; expand network of multi-use paths; explore electric "last mile" options from transit to common destinations
Create safe thoroughfares for getting across town via protected multi-use paths	50	Directive			0.5		306	\$8.18	73,400	\$0	\$15,000	
End subsidies for parking downtown for all vehicles	72	Ordinance					316	\$0.00	12,700	\$405,000	\$10,545,000	
E: Zero Waste Initiatives												
Adopt Foodware Ordinance to reduce/eliminate plastics and single use disposable foodware	21	Ordinance			0		136	\$0.00	300	\$2,000	-\$2,000	San Mateo County has a model ordinance for compostable only and is willing to enforce on behalf of cities.
Apply single-use plastic prohibition to City operations	22	Directive			0		0	\$0.00	-	\$2,000	-\$2,000	

* City Cost = (staff cost + capital inv + operating savings or cost) / tons of CO2e saved. Negative number is good.

** Participant is emitter targetted by aciton, e.g. muni, business or resident

City of Menlo Park
Bold 1-yr Climate Action Plan - 2020

Action	Action #	Type of Action	Lead Dept/ Supporting Dept	Community Engagement Req'd	FTEs Required (per yr)	3-yr Non-Staff Costs (consultants, studies)	2030 Ann. GHG Reduced (tons/yr)	City Cost * (\$/ton)	2030 State-wide GHG Reductions Inspired by MP (tons/yr)	Upfront Incremental Cost to Participant** After Rebates	Net Savings to Participant**	Notes & Assumptions
Update solid waste ordinance to require recycling and composting services for all accounts	23	Ordinance			0		404	\$0.00	8,100	\$600	-\$600	
Implement zero waste requirements for new development in the Bayfront area	24	Directive			0		168	\$0.00	800	\$25,000	-\$25,000	
Explore hyper management of fugitive methane emissions from landfill and composting facilities	73	Directive					2,250	\$8.00	90,000	\$180,000	-\$180,000	Could create local offsets for 10%
Update construction and demolition ordinance	74	Directive					189	\$0.00	2,300	\$600	-\$600	
Establish library of things to reduce waste, improve access and equity, and enhance community relations	75	Directive					50	\$180.00	2,000	\$90,000	\$22,500	Include: toys, kitchen appliances and tools
Establish a grant program to convert privately owned drinking fountains to bottle filling stations	76	Directive					84	\$0.00	1,700	\$4,000	\$21,000	
F: Carbon Removal												
Research multiple options for achieving 10% carbon removal	53	Program			0.125		28,400	\$25.44	113,600	\$0	-\$710,000	
G: Adaptation Measures												
Propose building moratorium or developer-funded escrow to cover building decommissioning cost in areas to be flooded deeper than 1 foot within 30 years	57	Ordinance			0.5	\$200,000	-	N/A	-	\$0	\$0	
Monitor and participate in County preparations for sea level rise	25	Directive	Public Works		0.05		-	N/A	-	\$100,000,000	-\$100,000,000	Strongly recommend that Council request quarterly update from Public Works on City's plans and projected cost for addressing Sea Level Rise

Grand Total 2.8
 Cost/ FTE \$100,000
 Costs \$280,000 \$ 200,000

Based on Future prices			
Nat Gas	\$	2.00	Per Therm
Gasoline	\$	3.40	Per Gallon
Electricity	\$	0.22	Per kWh

* City Cost = (staff cost + capital inv + operating savings or cost) / tons of CO2e saved. Negative number is good.

** Participant is emitter targetted by aciton, e.g. muni, business or resident

Model Assumptions

Captured below are key assumptions used throughout this model. Input cells are marked in yellow.

City Staff FTE Cost	\$100,000	per year
---------------------	-----------	----------

Fossil Fuel Assumptions			
Type	Units	GHG Emissions (CO2e lbs/unit)	2020 Future Price Projection (\$/unit)
Natural Gas	therms	11.7	\$2.00
Gasoline	gallons	19.6	\$3.40
Electricity	kWh		\$0.22

Equipment Efficiency Assumptions	
Equipment Type	Efficiency Ratio (BTUs out/BTUs in)
Electric Heat Pump	3.5
Natural Gas Furnace	0.8

2017 City-Wide Annual GHG Emissions by Source*				
Building Source	Natural Gas Emissions (tons/year)	Electricity Emissions (tons/year)	Building Emitter**	Number of Building Emitters**
Municipal Buildings + Pools	865	-	The City	1
Commercial Buildings	53,414	23,467	Commercial Building Owners	700
Houses + Apartments	32,186	7,013	Homeowners + Landlords	14,000
Community Buildings Emissions	86,465	30,481	All Building Owners	14,701
Vehicle Source	Gasoline & Diesel Emissions (tons/year)		Vehicle Emitter**	Number of Vehicle Emitters**
Municipal Vehicles	496		The City	1

Appendix: B Assumptions

Commercial Vehicles	35,954		Business Owners with Fleets	3,000
Residential Vehicles	122,265		Households w/ Gas Vehicles	13,500
Community Vehicle Emissions	158,715		All Vehicle Owners	16,501
Waste Source	Waste Emissions (tons/year)		Waste Emitter**	Number of Waste Emitters**
Ox Mountain Landfill (active)	8,424		All Building Owners	14,701
Plastic Foodware			Restaurants	200
Marsh Road Landfill (retired)	5,000		The City	1
TOTALS				
Total City-Wide Emissions	284,085		All Bulding Owners	14,701
City-Wide Building & Vehicle Emissions (excl. Waste)	275,661		All Vehicle Owners	16,501

* Taken from December 2019 Sustainability Staff Report on Menlo Park Greenhouse Gas Inventory

** A target "emitter" is an entity that has decision-making authority over an emissions source and therefore may be a target "participant" in CAP policies and programs From [GHG inventory summary 2005-2017t.xlsx]bucket'

Building Emitter Qty Breakdown	
Building Type	Number of Building Emitters**
Multi-Family Buildings	200
Multi-Family Units	2,000
Single Family Dwellings	12,000
Accessory Dwelling Units	100
Commercial + Multi-Family Buildings	900

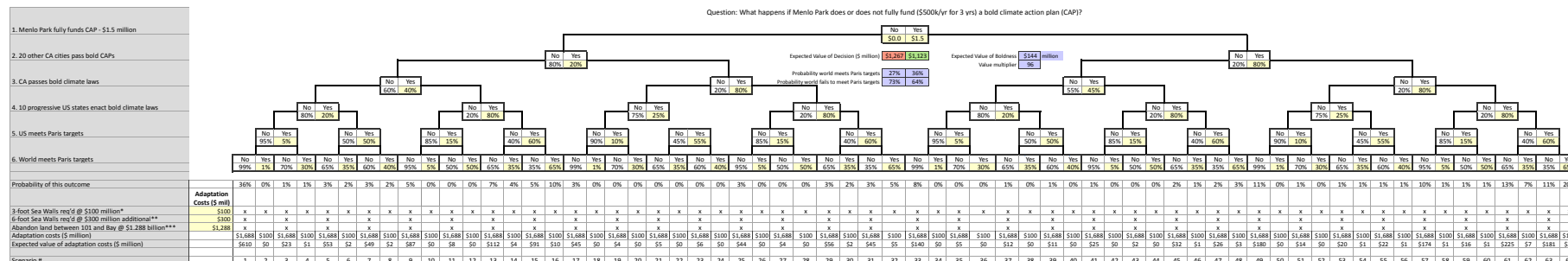
Embodied GHG Emissions from Construction Activities in Community Buildings							
Building Type	Number of Building Owners	Avg. Sq. Footage per Building Owner	% of Building Owners Who Remodel or Build Each Year	Construction Volume (sq ft/year)	Embodied GHG Emissions in Construction Materials (CO2e lbs/sq ft)	Embodied Construction GHG Emissions (tons CO2e)	Number of Building Owners Who Build Each Year
Municipal Buildings + Pools	1	1,200,000	1%	12,000	100	600	0.01
Commercial Buildings	700	20,000	5%	700,000	100	35,000	35

Appendix: B Assumptions

Households	14,000	2,000	5%	1,400,000	60	42,000	700
TOTAL				2,112,000		77,600	735

Expected Value of Menlo Park Expenditures on Climate Action Plan + Related Adaptation Measures - 64 Scenarios and Probabilities

Question: What happens if Menlo Park does or does not fully fund (\$500k/yr for 3 yrs) a bold climate action plan (CAP)?



* Source: "Public Draft Feasibility Report, SAFER Bay Project Strategy to Advance Flood protection, Ecosystems and Recreation along San Francisco Bay East Palo Alto and Menlo Park [Task Order 1] October 2016," p. 37/49, https://www.dclpa.org/documents/SAFER_Bay_Public_Draft_Feasibility_Report_Summary_Oct_2016.pdf

Estimation," The Journal of Marine Science and Engineering, p. 12 shows that increasing levee height by 2x results in 4x increase in cost, https://www.researchgate.net/profile/Daniella_Hirschfeld/publication/320111123_Choosing_a_Future_Shoreline_for_the_San_Francisco_Bay_Strategic_Coastal_Adaptation_Inherits_from_Cost_Estimation/links/5472140567a335/Choosing-a-Future-Shoreline-for-the-San-Francisco-Bay-Strategic-Coastal-Adaptation-Inherits-from-Cost-Estimation.pdf

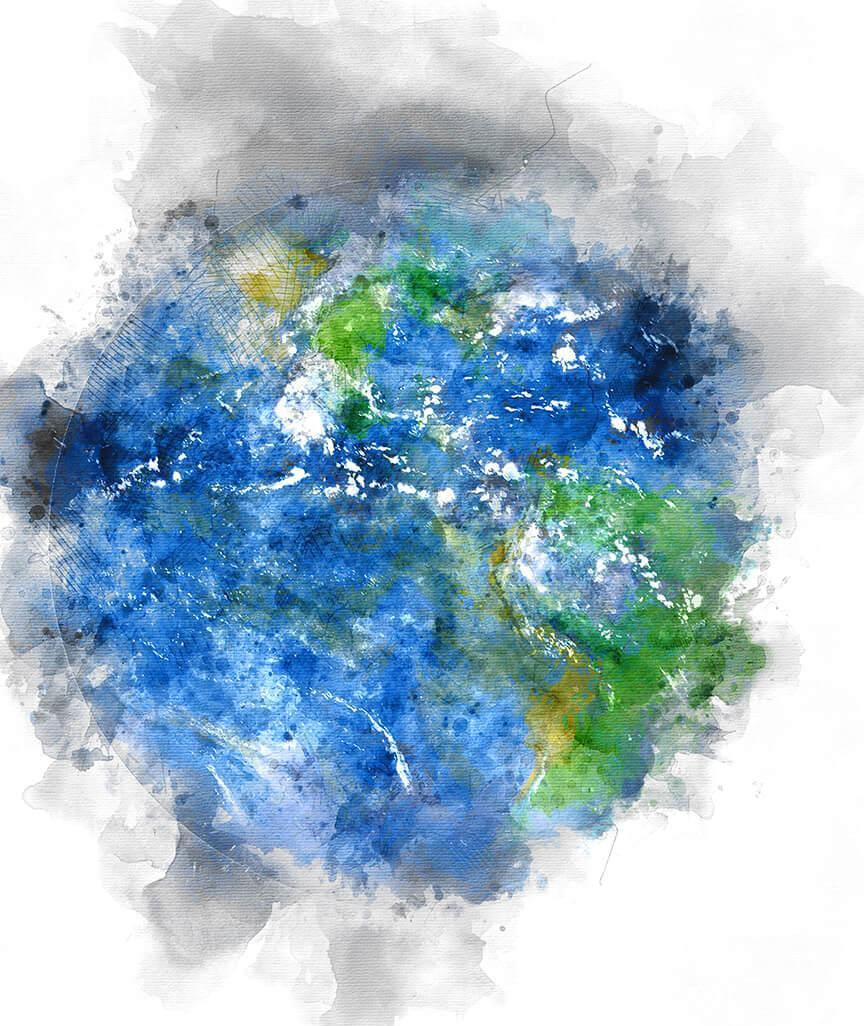
Estimation.pdf?origin=publication_detail

* Source: "Sea Level Rise and Sea Level Rise Vulnerability Assessment, March 2018," p. 139, https://sea.hawaii.gov/wp-content/uploads/2018/03/12_SLR_VA_Report_2018_WFAR_FINAL.pdf

From: Sally Casas
To: [CC Public Comment](#)
Subject: Virtual workshop 01/29/21
Date: Friday, January 29, 2021 10:58:52 AM

Equity and access...

WARNING: This message is from an external user. Confidential information such as social security numbers, credit card numbers, bank routing numbers, gift card numbers, wire transfer information and other personally identifiable information should not be transmitted to this user. For question, please contact the Morgan Hill IT Department by opening a new helpdesk request online or call 408-909-0055.

A watercolor illustration of the Earth, showing blue oceans, green continents, and white clouds. The style is soft and artistic, with visible brushstrokes and a slightly textured appearance. The Earth is positioned on the left side of the image, partially obscured by the text on the right.

Council Priority Setting 2021-22:

*Adopting a
Climate Action Plan*



MHYCAT

Morgan Hill Youth
Climate Action Team

Mission: Educate and empower
high school students in Morgan
Hill to advocate and enact
necessary action for our climate.



Congratulations!

Morgan Hill City Council took initiative to implement necessary policies to combat climate change. We applaud you on:

- *Natural Gas Ban*
- *Joining SVCE*
- *2020 Building Code*



What is a CAP?

CAP = Climate Action Plan

→ Environmental legislation created and adopted by a city designed to eliminate greenhouse gas emissions and ensure more sustainable practices.

Why: Best method for a city to become more environmentally conscious and sustainable.

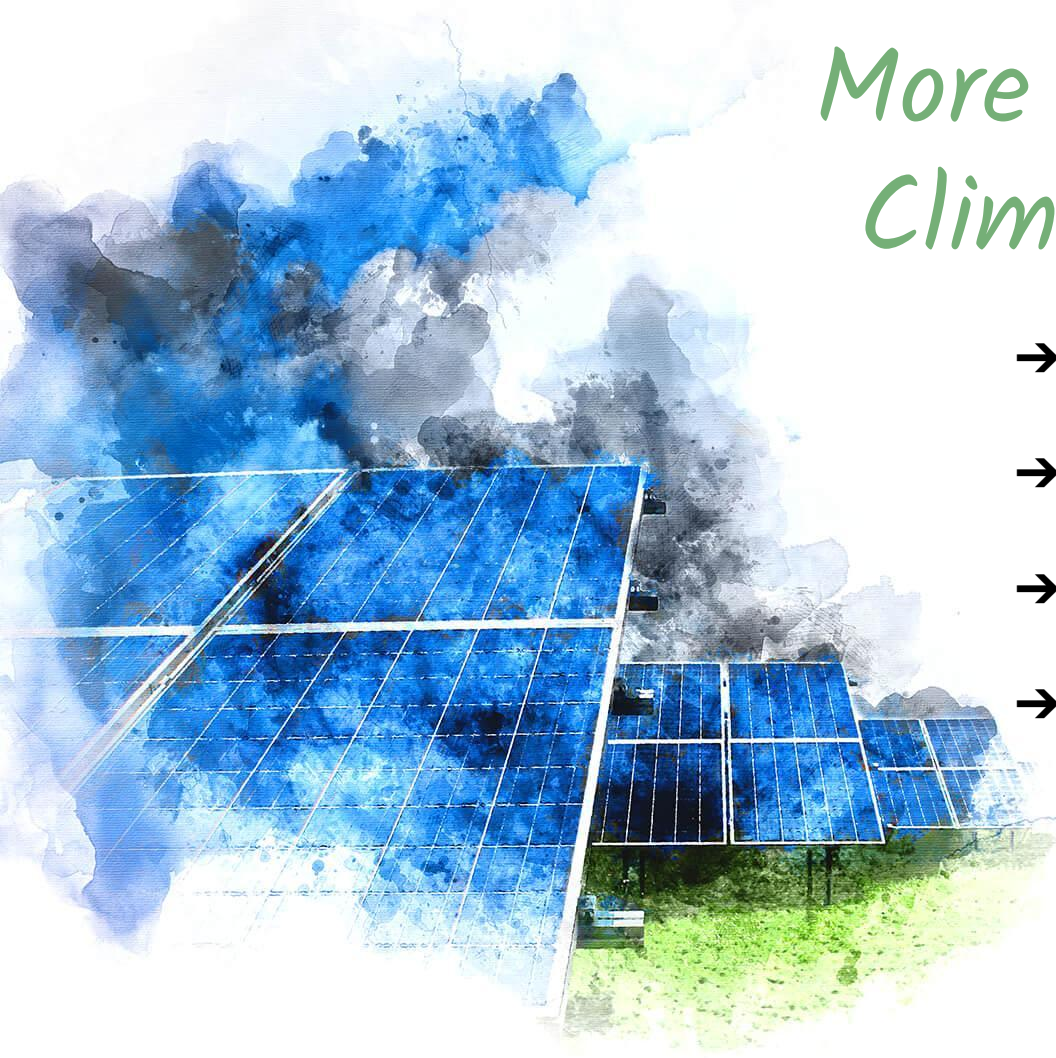
A watercolor illustration of a mountain landscape. In the foreground, a bright blue lake reflects the sky. The middle ground shows green, hilly terrain. In the background, a large, dark blue mountain peak is partially covered by white and grey clouds. The style is soft and painterly.

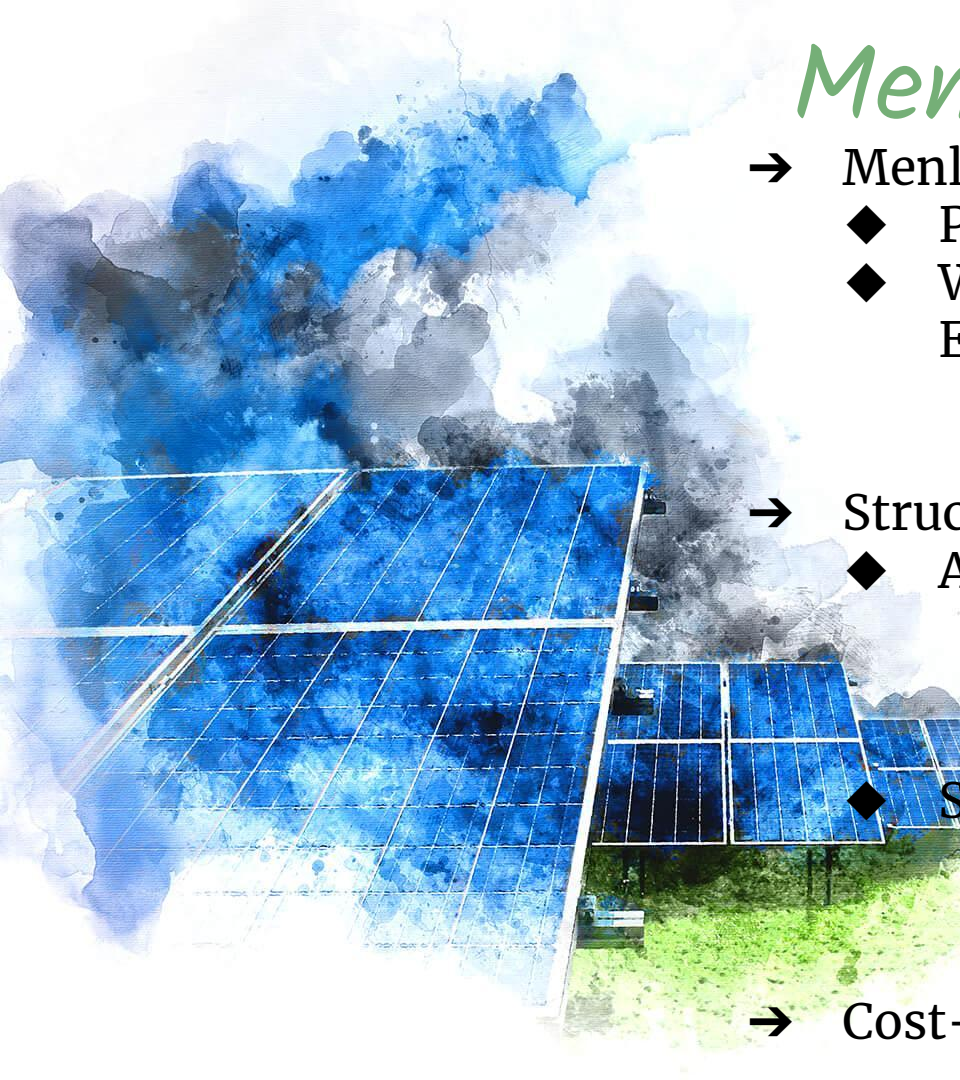
A Climate Dependent on Proactive Change:

- Droughts
 - ◆ 2014-2015
- Floods
 - ◆ 2017 Coyote Creek
- Wildfires
 - ◆ 2020 Evacuations

More Advantages of a Climate Action Plan

- Economic competition in South Valley
- Can help to attract businesses and homeowners
- Will improve our transit systems
- Climate can't wait until we recover from COVID



A watercolor illustration on the left side of the slide. It features several blue solar panels in the foreground, angled towards the viewer. Behind the panels, there are large, billowing clouds of smoke or steam in shades of blue, grey, and white, suggesting a contrast between clean energy and industrial emissions.

Menlo Park Model

- Menlo Park's climate action plan:
 - ◆ Passed in 2020
 - ◆ Written primarily by civilians (of Environmental Quality Commission)
 - No consultants and minimal staff time
- Structure:
 - ◆ A few large, impactful projects now
 - Large environmental impact
 - Generally more long-term
 - Minimal resources
 - ◆ Subsequent smaller actions in the future
 - Less environmental impact for each action but ensures a comprehensive strategy
- Cost-effective and proactive



Solutions: Water Conservation

- Rebates for low flow water technology usage
 - ◆ Waterpik shower head emits 1.8 gallons of water per minute, avg. shower head flow rate is 2.1 gallons per minute (according to Home Water Works)
 - ◆ Beneficial for fighting droughts
- Greywater systems
 - ◆ Water District Rebates offered!
- Sustainable drainage
 - ◆ Grass would soak water, prevent flooding



Solutions: Transit

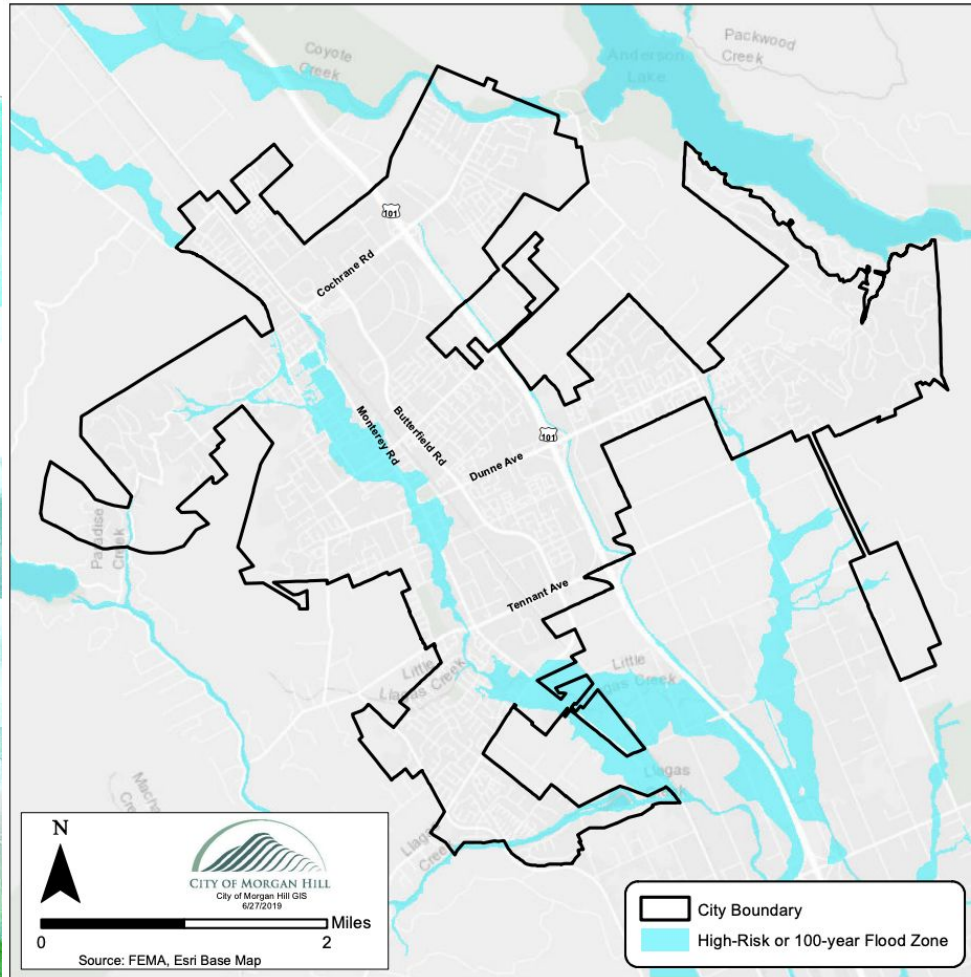
- Expand rideshare programs through Morgan Hill
 - ◆ Work closely with VTA and CalTrain to expand access to Morgan Hill
- Encourage biking and pedestrian traffic through town
 - ◆ May reduce around 2% of vehicle miles traveled in Morgan Hill
 - ◆ Directive, no large cost to the city and savings for the community in the tens of thousands



Youth will ultimately inherit the consequences of the action we take for climate now – for years ahead in our future.

Will we inherit not only a livable world, but a resilient community working towards sustainable climate?

Will you consider adopting a Climate Action Plan for 2021-2022 priorities?



2019 Map of Morgan Hill, Flood Report

	City	Limits	Contribution Limit		adjustments
			Amount	AB571	
1	Cupertino	No	state default		
2	Los Altos	No	state default		
3	Los Gatos	no	state default	yes	will consider setting own limits in the future
4	Campbell	yes	State	yes	
5	Fremont	yes	\$640	no	increase per CPI every 2 years
			\$1 per resident (\$750 max from one source)		
6	Gilroy	yes		no	
7	Mountain View	yes	\$27,094	no	adjusted per CPI
8	Sunnyvale	yes	State	Yes	
9	Los Altos Hills	No			
10	Santa Clara	yes	\$300/\$620		No limit on contribution made to own campaign
11	San Jose	yes	\$500		adjusted per CPI
12	Palo Alto	No			no limit by ordinance
13	Milpitas				
14	Saratoga	No	state default		
15	Monte Sereno	No	state default		
	Rosemead	Yes	State	Yes	
	Monrovia	Yes	State	Yes	
	Avalon	No			
	La Habra	Yes	State	Yes	
	Malibu	Yes	\$250	No	
	Laguna Hills	Yes	\$1,000	No	
			\$250 -Individual \$0 - business		
	Berkley	Yes		No	
	LaFayette	No			
	Norwalk	No			
	Chico	Yes	\$500	No	Full disclosure even if \$1
	Pacifica	No			
	Whittier	No			
	Paramount	No			
	Covina	No			
	Newport Beach	Yes	\$1,200	No	adjusted per CPI
	Agoura Hills	Yes	\$250	No - 1989	
	Orange	Yes	\$1,000	No	
	San Juan Capistrano	Yes	\$580	No	
	Santa Cruz	Yes	\$400	No	Increases \$50 every 5 years
	Upland	Yes	\$1,000	No	
	Santa Monica	Yes	\$340	No	Increases per COLA every 5 years
	Redwood City	Yes	\$1,000	No	



January 30, 2021

Dear Mayor Constantine, Mayor Pro Tem McKay, Councilmembers Borgioli, Martínez Beltrán, and Spring,

Thank you for the opportunity to give a comment at your Priority Setting Workshop on behalf of [Mothers Out Front](#), whose mission is to preserve a livable climate for all children. Several other South Bay mothers and I founded the Silicon Valley chapter in 2016, after realizing that our number one job as parents is to protect our children's health and safety--and that means taking action to turn around the climate crisis NOW before it robs them of a safe future.

On behalf of our many Morgan Hill Mothers Out Front supporters, and in solidarity with the Morgan Hill team of Silicon Valley Youth Climate Action, we thank you for considering a bold Climate Action Plan. We commend fellow mother, Councilmember Yvonne Martinez-Beltrán, for her leadership. The need couldn't be more urgent, and **this is indeed part of your responsibility to protect the health and safety of Morgan Hill residents.**

On our current trajectory, Earth could reach **1.5 degrees Celsius** of warming by the year 2030, less a decade away. Many scientists believe that this could be the **tipping point** beyond which "the natural feedback systems that currently keep the Earth cool [will unravel](#)" and "thrust the planet into a ['hothouse' state](#)." Trust me, we don't want to go there.

As you are all aware, the climate crisis is already here. In California, we see it in increasing wildfires, drought, super storms, extreme heat events, and rising sea levels. In order to preserve a livable climate for our children, **we must take BOLD and DECISIVE action THIS DECADE** to reduce greenhouse gas emissions and draw down excess carbon from the atmosphere.

We mothers commend you on the City Council for all you have already done to protect our climate, including your visionary gas ban ordinance. But there is so much more to do. **Now, by declaring a climate emergency, customizing a comprehensive climate action plan, and allocating resources to implement it, you can take the other necessary steps to get to zero carbon emissions.**

Anthony Eulo is right that decarbonizing existing buildings is a key component of climate action. As you flesh out the details of your CAP, we recommend you give special attention to support your residents and businesses to begin the necessary and beneficial process of electrification. Help them understand why ditching dirty gas and instead powering our homes and businesses with the clean, renewable electricity we get from SVCE is so important--and **help them to afford to switch from dirty, gas-fueled appliances to clean, electric-powered ones**. This will not only reduce emissions from the second largest source of greenhouse gas pollution--our buildings-- but will also protect residents' health, especially during the Covid pandemic.

Last May, Mothers Out Front, Physicians for Social Responsibility, Rocky Mountain Institute, and the Sierra Club released an eye-opening study of the [health impacts of gas stove pollution](#). Too few residents understand that **gas stoves can be a major source of toxic indoor air pollutants**, including nitrogen dioxide, that have known health harms. Children in particular are at risk. In fact, children living in homes with gas stoves have a 42% increased risk of experiencing asthma symptoms. My own daughter has asthma, and we were fortunate to be able to install an induction stove in our home, which we all love.

But not every family in Morgan Hill can afford to replace their polluting gas stove with an induction one, so we hope you'll consider offering rebates that will **enable all families to clean up their indoor air**. It's important to replace other gas appliances, too, and adopting a **replace on burnout ordinance** is a very cost-effective way to ensure that, as residents' water heaters and furnaces burnout, they will be replaced with electric heat pumps. Likewise, you need to **ensure that all residents have access to EV charging, including in multi-family buildings**, so that they can convert to EVs and enjoy the cost savings.

To take this and other important steps, it will be important to have a **policy roadmap**. Don't skip the plan! You don't have to reinvent the wheel or hire a consultant. You can **emulate the City of Menlo Park**, which committed in their CAP to a zero-carbon goal by 2030, and adapt their plan for Morgan Hill. Establishing a strong greenhouse gas reduction target can drive Morgan Hill's policy progress forward over the coming decade and inspire other cities to adopt similar goals.

Therefore, we hope the City commits to initiating the creation of a Climate Action Plan to be completed by 2022.

In addition, we hope that the City adopts a Resolution Declaring a Climate Emergency in the next 60 to 90 days. The Sierra Club Loma Prieta Chapter has written an excellent draft Resolution that you can adopt.

In sum, we encourage you to **adopt the strongest climate policies possible while adhering to the principles of social and environmental justice** so that our children will have a healthy environment today and a livable climate tomorrow.

Thank you,
Linda Hutchins-Knowles
Mothers Out Front Silicon Valley